



**United States Department of State**

*Washington, D.C. 20520*

May 31, 2023

Case No. F-2022-06035/  
FL-2023-00036

Reed Rubinstein  
America First Legal  
611 Pennsylvania Avenue, SE #231  
Washington, DC 20003

Dear Mr. Rubinstein:

As we noted in our letter dated April 26, 2023, we are processing your request for material under the Freedom of Information Act (“FOIA”), 5 U.S.C. § 552. The Department of State has identified an additional 27 responsive records subject to the FOIA. We have determined all 27 may be released in part.

An enclosure explains the FOIA exemptions and other grounds for withholding material. Where we have made redactions, the applicable FOIA exemptions are marked on each record. Where applicable, the Department has considered the foreseeable harm standard when reviewing these records and applying FOIA exemptions. All non-exempt material that is reasonably segregable from the exempt material has been released and is enclosed.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. See 5 U.S.C. § 552(c). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication

that excluded records do, or do not, exist. To the extent another agency asserts that it can neither confirm nor deny the existence of certain records, the Department of State will similarly take the position that it neither confirms nor denies the existence of those records.

We will keep you informed as your case progresses. If you have any questions, your attorney may contact Assistant United States Attorney, Jeremy Simon, at [Jeremy.simon@usdoj.gov](mailto:Jeremy.simon@usdoj.gov). Please refer to the case number, F-2022-06035/FL-2023-00036, and the civil action number, 23-cv-00419, in all correspondence about this case.

Sincerely,



Jeanne Miller  
Chief, Programs and Policies Division  
Office of Information Programs and Services

Enclosures: As stated.

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

The Freedom of Information Act (5 USC 552)

FOIA Exemptions

(b)(1) Information specifically authorized by an executive order to be kept secret in the interest of national defense or foreign policy. Executive Order 13526 includes the following classification categories:

- 1.4(a) Military plans, systems, or operations
- 1.4(b) Foreign government information
- 1.4(c) Intelligence activities, sources or methods, or cryptology
- 1.4(d) Foreign relations or foreign activities of the US, including confidential sources
- 1.4(e) Scientific, technological, or economic matters relating to national security, including defense against transnational terrorism
- 1.4(f) U.S. Government programs for safeguarding nuclear materials or facilities
- 1.4(g) Vulnerabilities or capabilities of systems, installations, infrastructures, projects, plans, or protection services relating to US national security, including defense against transnational terrorism
- 1.4(h) Weapons of mass destruction

(b)(2) Related solely to the internal personnel rules and practices of an agency

(b)(3) Specifically exempted from disclosure by statute (other than 5 USC 552), for example:

ARMSEXP	Arms Export Control Act, 50a USC 2411(c)
CIA PERS/ORG	Central Intelligence Agency Act of 1949, 50 USC 403(g)
EXPORT CONTROL	Export Administration Act of 1979, 50 USC App. Sec. 2411(c)
FS ACT	Foreign Service Act of 1980, 22 USC 4004
INA	Immigration and Nationality Act, 8 USC 1202(f), Sec. 222(f)
IRAN	Iran Claims Settlement Act, Public Law 99-99, Sec. 505

(b)(4) Trade secrets and confidential commercial or financial information

(b)(5) Interagency or intra-agency communications forming part of the deliberative process, attorney-client privilege, or attorney work product

(b)(6) Personal privacy information

(b)(7) Law enforcement information whose disclosure would:

- (A) interfere with enforcement proceedings
- (B) deprive a person of a fair trial
- (C) constitute an unwarranted invasion of personal privacy
- (D) disclose confidential sources
- (E) disclose investigation techniques
- (F) endanger life or physical safety of an individual

(b)(8) Prepared by or for a government agency regulating or supervising financial institutions

(b)(9) Geological and geophysical information and data, including maps, concerning wells

Other Grounds for Withholding

NR Material not responsive to a FOIA request excised with the agreement of the requester

<b>From:</b>	DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>
<b>To:</b>	(b)(6) >; DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>
<b>Subject:</b>	RE: Questions concerning SFOP0008613
<b>Date:</b>	Fri, 18 Mar 2022 20:16:22 +0000

Dear (b)(6)

Thank you for your email and interest in this solicitation.

The Monitoring and Evaluation Narrative, Monitoring and Evaluation Plan, Risk Analysis, Key Personnel, Timeline, Gender and Inclusion Analysis, and Security Plan documents can all be included as proposal attachments and separate from the 10-page Proposal Narrative document.

Thank you,

DRL NEA Program Info

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)  
**Sent:** Thursday, March 17, 2022 7:12 AM  
**To:** DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>  
**Subject:** Questions concerning SFOP0008613

To whom it may concern,

Hello! I hope your Thursday is going well.

As we prepare to submit a proposal regarding "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza" (SFOP0008613), I am hoping to clarify part of the submission instructions. The NOFO lists the required documents, and states clearly that the 10 pages of Proposal Narrative "does not include the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget Narrative, Audit, or NICRA." Later in the document, it specifies that "Lessons Learned" and "Psychosocial support" should be incorporated into those 10 pages, while the "Contingency plan" is explicitly described as an annex.

My question is, are (any or all of) the "Monitoring and Evaluation Narrative" and "Monitoring and Evaluation Plan," "Risk Analysis," "Key Personnel" list, "Timeline," "Gender and Inclusion Analysis," and "Security Plan" meant to be included in the 10-page Proposal Narrative, or as separate attachments to the application?

Thank you so much for your assistance,

(b)(6)

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



(b)(6)

(b)(6)

<b>Sender:</b>	DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>
<b>Recipient:</b>	(b)(6); DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6) (Tel Aviv) (b)(6)@state.gov>  
**Subject:** Re: Inquiry on DRL NOFO  
**Date:** Wed, 2 Mar 2022 21:04:08 +0000

Hello (b)(6)

Amazing, thanks so much, I'll put you in touch now then. I really appreciate it.

Best regards,

(b)(6)

**From:** (b)(6)@state.gov>

**Sent:** Monday, February 28, 2022 3:50 PM

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)

(b)(6) (Tel Aviv) (b)(6)@state.gov>

**Subject:** RE: Inquiry on DRL NOFO

Hi (b)(6) you're welcome to send the my way and I'll answer whatever questions I'm allowed to address while we have an open competition.

Thanks,

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)@state.gov>

**Sent:** Monday, February 28, 2022 4:31 AM

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>

(Tel Aviv) (b)(6)@state.gov>

**Subject:** Inquiry on DRL NOFO

Hello (b)(6)

We got an email from a (b)(6) inquiring about the NOFO (<https://www.state.gov/drl-strengthening-human-rights-and-accountability-in-israel-and-the-west-bank-and-gaza/>) and they wanted to speak with someone to assess if

(b)(5)

appreciated. Thanks so much.

Best regards,

(b)(6)

**From:** (b)(6)  
**Sent:** Wednesday, February 23, 2022 12:47:31 PM  
**To:** (b)(6) (Tel Aviv) (b)(6) @state.gov>  
**Subject:** RE: PLEASE CALL THANKS

(b)(6) hi

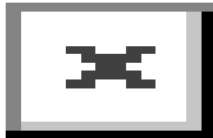
As a follow up, we have two queries:

We would love to apply if appropriate but before we start working on something of this scale, we'd like to clarify if we are the right fit / match. To whom can we enquire about the DRL grant that is managed by DC?

We would like to know about similar grants (and possibly grantees).

Thanks and kind regards,

(b)(6)



DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza - United States Department of State

United States Department of State  
 Bureau of Democracy, Human Rights and Labor (DRL) Notice of Funding Opportunity (NOFO): DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza This is the announcement of funding opportunity number SFOP0008613 Catalog of Federal Domestic Assistance Number: 19.345 Type of Solicitation: Open Competition Application Deadline: [...]

[www.state.gov](http://www.state.gov)

---

**From:** (b)(6)@state.gov>  
**Sent:** Monday, January 24, 2022 3:56 PM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** RE: Post approval of DRL NOFO: 20220124\_ACTION MEMO FOR AMBASSADOR NIDES.pdf

(b)(6)  
 Best news to wake up to on a Monday! Thanks so much,  
 And really, I appreciate the extra lift to send this through to the FO so much. I would much rather wait and obtain approval before going live with a public solicitation so no one is confused down the line.

Thank you thank you!

(b)(6)

---

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)@state.gov>  
**Sent:** Monday, January 24, 2022 4:56 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** Post approval of DRL NOFO: 20220124\_ACTION MEMO FOR AMBASSADOR NIDES.pdf

DRL NOFO cleared by FO.

Sorry for the delay in getting this back to you. Going forward I will push to clear these below the level of the FO where possible.

Best regards,

(b)(6)

---

**From:** (b)(6)@state.gov>  
**Sent:** Monday, January 24, 2022 11:53 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** 20220124\_ACTION MEMO FOR AMBASSADOR NIDES.pdf

Hi (b)(6)

The Ambassador has approved your AM for the NRL NOFO. Please see attached.

Best,

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~



~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

<b>Sender:</b>	(b)(6)	@state.gov>
<b>Recipient:</b>	(b)(6)	@state.gov>;
	(b)(6)	@state.gov>;
	(b)(6)	(Tel Aviv)(b)(6) @state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6)

**To:** (b)(6)@state.gov;  
 (b)(6) (Jerusalem)(b)(6)@state.gov;  
 (b)(6)@state.gov;  
 (b)(6) (Jerusalem)(b)(6)@state.gov

**Subject:** RE: Inquiry on DRL NOFO

**Date:** Tue, 19 Apr 2022 13:16:46 +0000

Great, thanks everyone! No we only received the 7 proposals.  
 Please look out for an email from my colleague (b)(6) later today, with the calendar invitation and the link to the proposal documents. I really appreciate everyone's participation!

Best,

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)@state.gov>

**Sent:** Tuesday, April 19, 2022 9:03 AM

**To:** (b)(6) (Jerusalem)(b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov>

**Subject:** RE: Inquiry on DRL NOFO

May 10 also works for me.

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)@state.gov>

**Sent:** Tuesday, April 19, 2022 6:45 AM

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov>; (b)(6) (Jerusalem)  
 (b)(6)@state.gov>

**Subject:** Re: Inquiry on DRL NOFO

Hi (b)(6)

Sounds like the NOFO has closed at this point. We shared it via social media and (b)(5) (b)(6)

(b)(5)

Best,

(b)(6)

Get Outlook for iOS

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

---

**From:** (b)(6)@state.gov>  
**Sent:** Tuesday, April 19, 2022 11:25:24 AM  
**To:** (b)(6)@state.gov>; (b)(6) (Jerusalem)(b)(6)@state.gov>;  
 (b)(6)@state.gov>; (b)(6) (Jerusalem)  
 (b)(6)@state.gov>

**Subject:** Re: Inquiry on DRL NOFO  
 Hello All,

May 10th would work well for me. Is there a SharePoint file or similar with all of the consolidated proposals received to date? it would be great to review a bit before we get going, if possible. Thanks so much for looping us in.

PAU colleagues, have you heard anything recent from your contacts re any interest in the NOFO?

Best regards,

(b)(6)

Get Outlook for iOS

---

**From:** (b)(6)@state.gov>  
**Sent:** Monday, April 18, 2022 4:52 PM  
**To:** (b)(6) (Jerusalem)(b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)  
 (Jerusalem) (b)(6)@state.gov>

**Subject:** RE: Inquiry on DRL NOFO  
 Thanks, (b)(6) Four of the five submitted were from Israeli organizations, one from a US-based organization with an Israeli local partner.

With those dates in mind, I'll aim for Tuesday, May 10 instead. Thanks for letting me know!

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

---

**From:** (b)(6)@state.gov>  
**Sent:** Monday, April 18, 2022 7:17 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov>; (b)(6) (Jerusalem)(b)(6)@state.gov>

**Subject:** Re: Inquiry on DRL NOFO  
 + (b)(6) the PAU's new human rights officer. Sure, someone from Post should be able to join. For scheduling purposes, FYI that we're off on local holidays on May 2, early dismissal on May 4, and off again on May 5. Are most of the applicants Israeli/Israel-focused or Palestinian/Palestinian-focused? That could help us determine who from Post joins.

Best,

(b)(6)

---

**From:** (b)(6)@state.gov>  
**Sent:** Friday, April 15, 2022 10:09 PM

To: (b)(6) (Jerusalem) (b)(6) @state.gov <(b)(6)@state.gov>; (b)(6)@state.gov; (b)(6)@state.gov

Subject: RE: Inquiry on DRL NOFO

Hi all,

Flagging that we received 5 technically-eligible proposals for review under this solicitation. I would like to begin scheduling the review panel.

Would it be possible for someone from Post to join? I think it will be really helpful for everyone to hear your feedback directly.

We will conduct the panel by Microsoft Teams, and were hoping to hold it the first week of May. Would that work? We can also try the week of May 9, if that's preferred.

Many thanks,

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

From: (b)(6)

Sent: Thursday, March 31, 2022 10:10 AM

To: (b)(6) (Jerusalem) (b)(6) @state.gov; (b)(6)@state.gov; (b)(6)@state.gov; (b)(6)@state.gov

Subject: RE: Inquiry on DRL NOFO

Great to hear, thanks (b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

From: (b)(6) Jerusalem (b)(6) @state.gov

Sent: Thursday, March 31, 2022 12:55 AM

To: (b)(6)@state.gov; (b)(6)@state.gov; (b)(6)

Subject: Re: Inquiry on DRL NOFO

Thanks, the PAU posted this NOFO on our website/social media earlier this week.

Best,

(b)(6)

From: (b)(6)@state.gov

Sent: Wednesday, March 30, 2022 9:23 PM

To: (b)(6)@state.gov; (b)(6) (Jerusalem) (b)(6)@state.gov; (b)(6)@state.gov

Subject: RE: Inquiry on DRL NOFO

Fine by me!

~~SENSITIVE BUT UNCLASSIFIED~~

From: (b)(6)@state.gov

Sent: Wednesday, March 30, 2022 1:39 PM

To: (b)(6) (Jerusalem) (b)(6)@state.gov; (b)(6)@state.gov; (b)(6)@state.gov

Subject: RE: Inquiry on DRL NOFO

Hi (b)(6) I'm so sorry, in the swirl of emails last week I must have thought I'd replied to this one. That's absolutely fine!

(b)(6) to your question: yes, we do our own vetting.

Do we think there's merit in connecting at the working level to talk about the inquiries that have been coming in? I don't want to pressure anyone to have another meeting/call when I know how pressed for time everyone is, but I'm happy to set up a call if we think that is helpful.

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6) (Jerusalem) (b)(6) @state.gov>

**Sent:** Thursday, March 24, 2022 12:05 PM

**To:** (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)

(b)(6) @state.gov>

**Subject:** Re: Inquiry on DRL NOFO

Quick question - PD asked if DRL has any objections to us posting it on our website. I'm guessing that's fine, right? Thanks again!

**From:** (b)(6) (Jerusalem) (b)(6) @state.gov>

**Sent:** Thursday, March 24, 2022 5:37 PM

**To:** (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)

(b)(6) @state.gov>

**Subject:** Re: Inquiry on DRL NOFO

Hi - I agree it's a good idea. To be honest, I wasn't tracking this NOFO had been posted until the Jpost query yesterday and subsequent article today, but we'll share it with contacts.

Best,

(b)(6)

**From:** (b)(6) @state.gov>

**Sent:** Thursday, March 24, 2022 5:04 PM

**To:** (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)

(b)(6) (Jerusalem) (b)(6) @state.gov>

**Subject:** RE: Inquiry on DRL NOFO

(b)(5); (b)(6)  
(b)(6)

Thanks!

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6) @state.gov>

**Sent:** Monday, February 28, 2022 8:50 AM

**To:** (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)

(b)(6) (Tel Aviv) (b)(6) @state.gov>

**Subject:** RE: Inquiry on DRL NOFO

Hi (b)(6) you're welcome to send the my way and I'll answer whatever questions I'm allowed to address while we have an open competition.

Thanks,

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)@state.gov>

**Sent:** Monday, February 28, 2022 4:31 AM

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)

(b)(6)@state.gov>

**Subject:** Inquiry on DRL NOFO

Hello (b)(6)

We got an email from a good contact at the (b)(6) inquiring about the NOFO (<https://www.state.gov/drl-strengthening-human-rights-and-accountability-in-israel-and-the-west-bank-and-gaza/>) and they wanted to speak with someone to assess if

(b)(5)

Best regards,

(b)(6)

**From:** (b)(6) >

**Sent:** Wednesday, February 23, 2022 12:47:31 PM

**To:** (b)(6) (Tel Aviv) (b)(6)@state.gov>

**Subject:** RE: PLEASE CALL THANKS

(b)(6) hi

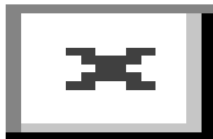
As a follow up, we have two queries:

We would love to apply if appropriate but before we start working on something of this scale, we'd like to clarify if we are the right fit / match. To whom can we enquire about the DRL grant that is managed by DC?

We would like to know about similar grants (and possibly grantees).

Thanks and kind regards,

(b)(6)



DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza - United States Department of State

United States Department of State  
Bureau of Democracy, Human Rights and Labor (DRL) Notice of Funding

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

Opportunity (NOFO): DRL  
 Strengthening Human Rights and  
 Accountability in Israel and the West  
 Bank and Gaza This is the  
 announcement of funding opportunity  
 number SFOP0008613 Catalog of  
 Federal Domestic Assistance Number:  
 19.345 Type of Solicitation: Open  
 Competition Application Deadline: [...]  
  
[www.state.gov](http://www.state.gov)

OBTAINED BY AMERICAN  
 LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>  
**Sent:** Monday, January 24, 2022 3:56 PM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** RE: Post approval of DRL NOFO: 20220124\_ACTION MEMO FOR AMBASSADOR NIDES.pdf  
 Best news to wake up to on a Monday! Thanks so much (b)(6)  
 And really, I appreciate the extra lift to send this through to the FO so much. I would much rather wait  
 and obtain approval before going live with a public solicitation so no one is confused down the line.

Thank you thank you!

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

**From:** (b)(6)@state.gov>  
**Sent:** Monday, January 24, 2022 4:56 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** Post approval of DRL NOFO: 20220124\_ACTION MEMO FOR AMBASSADOR NIDES.pdf  
 DRL NOFO cleared by FO.  
 Sorry for the delay in getting this back to you. Going forward I will push to clear these below the  
 level of the FO where possible.

Best regards,

(b)(6)

**From:** (b)(6)@state.gov>  
**Sent:** Monday, January 24, 2022 11:53 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** 20220124\_ACTION MEMO FOR AMBASSADOR NIDES.pdf  
 Hi (b)(6)

The Ambassador has approved your AM for the NRL NOFO. Please see attached.

Best,

(b)(6)

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

<b>Sender:</b>	(b)(6)
<b>Recipient:</b>	(b)(6)@state.gov>; (b)(6) (Jerusalem) (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6) (Jerusalem) (b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



<b>From:</b>	(b)(6)
<b>To:</b>	<DRL-NEAProgramInfo@state.gov>
<b>Subject:</b>	Re: Individual Proposal Notification - Funding Opportunity SFOP0008613
<b>Date:</b>	Thu, 21 Apr 2022 01:19:28 +0000

I believe these documents, however brief due to using a staff of one were included, please call to review.

(b)(6)

----- Original Message -----

From: DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>

To: (b)(6)

Subject: Individual Proposal Notification - Funding Opportunity SFOP0008613

Date: Wed, 20 Apr 2022 16:18:08 +0000

Dear (b)(6)

Please see the attached letter, which provides further information on the status of your proposal to the Bureau of Democracy, Human Rights, and Labor's (DRL) solicitation *DRL: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza* – Funding Opportunity Number SFOP0008613.

Best,

DRL-NEA Program Info

~~SENSITIVE BUT UNCLASSIFIED~~

<b>Sender:</b>	(b)(6)
<b>Recipient:</b>	<DRL-NEAProgramInfo@state.gov>

<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	(b)(6)@state.gov>
<b>CC:</b>	GPA Clearances <GPA_Clearances@state.gov>
<b>Subject:</b>	RE: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance
<b>Date:</b>	Mon, 28 Mar 2022 20:25:22 +0000

Hello (b)(6)

USAID has responded with their clearance! Resubmitting the attached for your clearance at your earliest convenience. J staff has requested these QFRs by COB today.

Happy to answer any questions or concerns!

Thanks so much,

(b)(6)

---

**From:** (b)(6)  
**Sent:** Monday, March 28, 2022 1:23 PM  
**To:** (b)(6)@state.gov>  
**Cc:** GPA Clearances <GPA\_Clearances@state.gov>  
**Subject:** RE: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Hello (b)(6)

Thank you for your patience on this! I've attached the most updated response for your review and clearance. While USAID provided input, unfortunately they have yet to respond with a formal clearance.

The DRL/FO has expressed their preference to move this response along for submission given it is overdue to J & H, so if you wouldn't mind reviewing, that would be much appreciated.

I've also attached another fully cleared batch of QFRs for your review as well! The Cruz QFRs are focus on a DRL Notice of Funding Opportunity (NOFO) for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza.

Happy to answer any questions or concerns!

Thanks,

(b)(6)

---

**From:** (b)(6)@state.gov>  
**Sent:** Monday, March 28, 2022 9:46 AM  
**To:** (b)(6)@state.gov>  
**Cc:** GPA Clearances <GPA\_Clearances@state.gov>  
**Subject:** Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

Good stuff (b)(6) Thanks for chasing that down. Standing by on my end.

(b)(6)

**From:** (b)(6)@state.gov

**Sent:** Monday, March 28, 2022 9:15 AM

**To:** (b)(6)@state.gov

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Good morning (b)(6)

Thanks so much for checking back in - USAID got back to us Friday afternoon to provide inputs. I'm waiting on them to provide a formal clearance and then I will send that updated response back to you.

Thanks!

(b)(6)

DRL/Office of Global Programs (DRL/GP)

Mobile: (b)(6)

*Contractor for Competitive Innovations*

Pronouns: she/her/hers

**From:** (b)(6)@state.gov

**Sent:** Saturday, March 26, 2022 8:27 AM

**To:** (b)(6)@state.gov

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Hi (b)(6)

Update on this one?

(b)(6)

**From:** (b)(6)@state.gov

**Sent:** Friday, March 25, 2022 10:52 AM

**To:** (b)(6)@state.gov

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

Hey (b)(6)

(b)(5)

(b)(6)

**From:** (b)(6)@state.gov>

**Sent:** Friday, March 25, 2022 9:56 AM

**To:** (b)(6) (b)(6)@state.gov>

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** RE: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Good morning (b)(6)

Reupping the attached QFRs for your clearance!

Thanks,

(b)(6)

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 24, 2022 5:17 PM

**To:** (b)(6)@state.gov>

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Hi (b)(6)

Could you please re-up when you have gathered your clearances? Thanks!

(b)(6)

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 24, 2022 5:10 PM

**To:** (b)(6)@state.gov>

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Hello,

Please find at the link below for your review and clearance **at your earliest convenience**, 2 QFRs from J's SFRC Hearing on Combating Authoritarianism. The questions focus on democracy assistance, USAID coordination, and relations with foreign donors.

OBITUARY OF AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

[Link Here](#)

Happy to answer any questions or concerns!

Thanks,

(b)(6)

DRL/Office of Global Programs (DRL/GP)

Mobile: (b)(6)

*Contractor for Competitive Innovations*

Pronouns: she/her/hers

<b>Sender:</b>	(b)(6)@state.gov>
<b>Recipient:</b>	(b)(6)@state.gov>; GPA Clearances <GPA_Clearances@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 28, 2022**

**Question 1:**

To what extent has DRL previously issued notices for projects aimed at documenting human rights violations occurring in Israel? Please explicitly cite and convey any notices you believe are precedents for or similar to SFOP0008613 in that context.

**Answer 1:**

DRL funds a wide range of programs aimed at promoting civil society engagement at the local level as well as on issues related to human rights violations by security forces around the world. We have not issued any solicitations for these activities with respect to Israel or the West Bank/Gaza previously. In 2019 DRL solicited, through an open competition, proposals for programs supporting civil society organizations to reduce barriers to full inclusion of members of marginalized groups in Israel in political and economic processes.

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 28, 2022**

**Question 2:**

What “legal or security sector violations and housing, land, and property rights” violations that have occurred or are occurring in Israel that you believe are relevant to projects described by SFOP0008613?

**Answer 2:**

This solicitation allows local civil society organizations to design and submit proposals based on their assessment of local conditions and which they deem relevant to the context in which they would work.

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 28, 2022**

**Question 3:**

What sorts of products or deliverables you envision receiving from projects described by SFOP0008613?

**Answer 3:**

Local civil society organizations who apply under this solicitation will propose potential products or deliverables based on their assessment of local conditions.

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 28, 2022**

**Question 4:**

What proposals have already been submitted for projects described by SFOP0008613?

**Answer 4:**

The number and organizational specifics of proposals are not known as the Notice of Funding Opportunity has not closed yet. Additionally, Department grants policy directs the process remain confidential until a Federal Assistance Award has been granted.

Clearance page for QFRs 1-4

Approved: DRL – Lisa Peterson, Acting

Drafted: DRL/GP – (b)(6)

Cleared: DRL/FO: A/PDAS SBusby ()  
DRL/GP: (b)(6) (ok)  
DRL/PPD: CFinerty (info by request)  
DRL/NEA: (b)(6) (ok)  
NEA/IPA (b)(6) (ok)  
A/OPE/AQM: (b)(6) (info)  
L/AN (b)(6) (ok)  
L/HRR (b)(6) (ok)  
J: (b)(6) (ok)  
D (b)(6) (info by request)  
P: (b)(6) (info)  
S/P (b)(6) (info by request)  
H: (b)(6) (ok)  
F: (b)(6) (ok)  
R: (b)(6) (ok)  
GPA (b)(6) ()  
D-MR (b)(6) (no response)  
C: C Special Assistants (info)

<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	(b)(6)@state.gov>
<b>CC:</b>	GPA Clearances <GPA_Clearances@state.gov>
<b>Subject:</b>	Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance
<b>Date:</b>	Thu, 24 Mar 2022 21:18:50 +0000

Hello (b)(6)

Thanks for your quick response! We've obtained all clearances other than GPA and the DRL/FO. Would you prefer to review after the DRL/FO?

Thanks!

(b)(6)

DRL/Office of Global Programs (DRL/GP)

Mobile: (b)(6)

Contractor for Competitive Innovations

Pronouns: she/her/hers

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 24, 2022 5:16 PM

**To:** (b)(6)@state.gov>

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Re: Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Hi (b)(6)

Could you please re-up when you have gathered your clearances? Thanks!

(b)(6)

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 24, 2022 5:10 PM

**To:** (b)(6)@state.gov>

**Cc:** GPA Clearances <GPA\_Clearances@state.gov>

**Subject:** Flash Clearance: J SFRC Risch QFRs on Democracy Assistance

Hello,

Please find at the link below for your review and clearance **at your earliest convenience**, 2 QFRs from J's SFRC Hearing on Combating Authoritarianism. The questions focus on democracy assistance, USAID coordination, and relations with foreign donors.

[Link Here](#)

Happy to answer any questions or concerns!

Thanks,

(b)(6)

DRL/Office of Global Programs (DRL/GP)

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH INVESTIGATION

Mobile: (b)(6)

Contractor for Competitive Innovations

Pronouns: she/her/hers

**Sender:** (b)(6)@state.gov>  
**Recipient:** (b)(6)@state.gov>;  
GPA Clearances <GPA\_Clearances@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

<b>From:</b>	(b)(6) (b)(6)@state.gov>
<b>To:</b>	Betty Ehrenberg (b)(6)
<b>Subject:</b>	RE: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza
<b>Date:</b>	Mon, 14 Feb 2022 19:53:41 +0000

Hi Betty,

No, I'm not familiar with this – it's out of my area.

I've been working from home today in a sunny room so haven't been outside yet. But I will take a walk soon. We had some snow flurries this morning, but they didn't last very long.

Stay warm!

Best,

(b)(6)

(b)(6)

(b)(6) *Special Envoy for Holocaust Issues*

*EUR/SEHI*

*U.S. Department of State*

*Mobile* (b)(6)

*Office* (b)(6)

---

**From:** Betty Ehrenberg (b)(6)  
**Sent:** Monday, February 14, 2022 2:50 PM  
**To:** (b)(6) (b)(6)@state.gov>  
**Subject:** FW: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Hi, (b)(6)

I hope you are staying warm – a freezing day in NYC today.

Do you know anything about the piece below?

Thank you,  
Betty

---

**From:** U.S. Department of State <usstatebpa@public.govdelivery.com>  
**Sent:** Monday, February 14, 2022 2:38 PM  
**To:** Betty Ehrenberg (b)(6)  
**Subject:** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

recently been updated, and is now available.

## **DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza**

02/14/2022 02:23 PM EST

Bureau of Democracy, Human Rights, and Labor

### **United States Department of State**

#### **Bureau of Democracy, Human Rights and Labor (DRL)**

#### **Notice of Funding Opportunity (NOFO): DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza**

This is the announcement of funding opportunity number **SFOP0008613**

**Catalog of Federal Domestic Assistance Number:** 19.345

**Type of Solicitation:** Open Competition

**Application Deadline:** 11:59 PM EST on WEDNESDAY, APRIL 13, 2022

**Total Funding Floor:** \$493,827

**Total Funding Ceiling:** \$987,654

**Anticipated Number of Awards:** 1 – 2

**Type of Award:** Grant or Cooperative Agreement

**Period of Performance:** 18 – 36 months

**Anticipated Time to Award, Pending Availability of Funds:** 5 – 7 months

## **A. Project Description**

The U.S. Department of State, Bureau of Democracy, Human Rights, and Labor (DRL) announces an open competition for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza.

Program activities should focus on enabling independent civil society in Israel and the West Bank and Gaza to: collect, archive, and maintain human rights documentation to support justice and accountability and civil society-led advocacy efforts, which may include documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.

A successful program design will demonstrate flexibility to adapt to changes in the operational context as needed.

Organizations may propose activities in both Israel and the West Bank/Gaza or propose activities specific to each area.

Innovative ideas for working in a difficult environment – particularly best practices adapted from lessons learned – are welcome. Proposals that include local organizations as the lead implementer or as substantial program partners are strongly encouraged and will be viewed favorably. Applicants should take a tailored approach to ensure in-depth and comprehensive support to participating NGOs, including personal, digital, and physical security where needed.

DRL is conscious of the ever-changing security situation in the broader NEA region. With this in mind, applicants are required to submit a detailed contingency plan and risk assessment in order to demonstrate situational awareness and preparedness. Risk assessment and contingency plan documents must address safety and contingency for in-person events and recruitment for said events, processes for receiving and disbursing funds, as well as means to secure online programs or communications.

A proven ability to implement programs in Israel and the West Bank and Gaza must be demonstrated. As part of the proposal narrative, or as an annex to the proposal submission, applicants are encouraged to submit lessons learned from past programming that demonstrate how the implementer has safely operated and responded to challenges, learning from both successes and failures, in the intended operating environment.

All programs should aim to have impact that leads to reforms and should have the potential for sustainability beyond DRL resources. DRL's preference is to avoid duplicating past efforts by supporting new and creative approaches. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. DRL is committed to advancing equity and support for underserved and underrepresented communities. Programs should seek strategies for integration and inclusion of individuals/organizations/beneficiaries that can bring perspectives based on their religion, sex, disability, race, ethnicity, sexual orientation, gender identity, gender expression, sex characteristics, national origin, age, genetic information, marital status, parental status, pregnancy, political affiliation, or veteran's status. Programs should be demand-driven and locally led to the extent possible. DRL requires all programs to be non-discriminatory and expects implementers to include strategies for nondiscrimination of individuals/organizations/beneficiaries based on race, color, religion, sex, gender identity, gender expression, sex characteristics, sexual orientation, pregnancy, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project, with adjustments made as necessary;
- Inclusion of vulnerable populations;
- Joint identification and definition of key concepts with relevant stakeholders and stakeholder input into project activities;
- Systematic follow up with beneficiaries at specific intervals after the completion of activities to track how beneficiaries are retaining new knowledge as well as applying their new skills.

Activities that are **not** typically allowed include, but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;

- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;
- Micro-loans or similar small business development initiatives;
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

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

## **B. Federal Award Information**

Primary organizations can submit 1 application in response to the NOFO.

The U.S. government may: (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, and (d) waive irregularities in applications received.

The U.S. government may make award(s) on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The U.S. government reserves the right (though it is under no obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the project description, budget, or other aspects of an application.

DRL anticipates awarding either a grant or cooperative agreement depending on the needs and risk factors of the program. The final determination on award mechanism will be made by the Grants Officer. The distinction between grants and cooperative agreements revolves around the existence of "substantial involvement." Cooperative agreements require greater Federal government participation in the project. If a cooperative agreement is awarded, DRL will undertake reasonable and programmatically necessary substantial involvement. Examples of substantial involvement can include, but are not limited to:

- Active participation or collaboration with the recipient in the implementation of the award;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-awards or contracts beyond existing Federal policy;
- Approval of the recipient's budget or plan of work prior to the award.

The authority for this funding opportunity is found in the Foreign Assistance Act of 1961, as amended (FAA).

To maximize the impact and sustainability of the award(s) that result from this NOFO, DRL retains the right to execute non-competitive continuation amendment(s). The total duration of any award, including potential non-competitive continuation amendments, shall not exceed 54 months, or four and a half years. Any non-competitive continuation is contingent on performance and **pending availability of funds**. A non-competitive continuation is not guaranteed, and the Department of State reserves the right to exercise or not to exercise this option.



## C. Eligibility Information

For application information, please see the proposal submission instructions (PSI), updated December 2021 on our website.

### C.1 Eligible Applicants

DRL welcomes applications from U.S.-based and foreign-based non-profit organizations/nongovernment organizations (NGO) and public international organizations; private, public, or state institutions of higher education; and for-profit organizations or businesses. DRL's preference is to work with non-profit entities; however, there may be some occasions when a for-profit entity is best suited.

Applications submitted by for-profit entities may be subject to additional review following the panel selection process. Additionally, the Department of State prohibits profit to for-profit or commercial organizations under its assistance awards. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR 30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures.

Please see 2 CFR 200.307 for regulations regarding program income.

### C.2 Cost Sharing or Matching

Providing cost sharing, matching, or cost participation is not an eligibility factor or requirement for this NOFO and providing cost share will not result in a more favorable competitive ranking.

### C.3 Other

Applicants should have existing, or the capacity to develop, active partnerships with thematic or in-country partners, entities, and relevant stakeholders, including private sector partners and NGOs, and have **demonstrable experience** in administering successful and preferably similar projects. DRL encourages applications from foreign-based NGOs headquartered in the geographic regions/countries relevant to this NOFO. Applicants may **form consortia** in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. However, one organization should be designated in the proposal as the lead applicant, with the other members designated as sub-award partners. DRL reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis.

DRL is committed to an **anti-discrimination** policy in all of its projects and activities. DRL welcomes applications irrespective of race, ethnicity, color, creed, national origin, gender, sexual orientation, gender identity, disability, or other status. DRL seeks applications that demonstrate that the recipient does not discriminate against any beneficiaries in implementation of a potential award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. This includes, for example, race, color, religion, sex (including gender identity, gender expression, sex characteristics, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status. The recipient should insert this provision, including this

paragraph, in all sub-grants and contracts under a potential award.

Any applicant listed on the Excluded Parties List System in the System for Award Management (SAM.gov) ([www.sam.gov](http://www.sam.gov)) and/or has a current debt to the U.S. government is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity or person listed on the Excluded Parties List System in SAM.gov can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM.gov to ensure that no ineligible entity or person is included in their application.

## D. Application and Submission Information

### D.1 Address to Request Application Package

Applicants can find application forms, kits, or other materials needed to apply on [www.grants.gov](http://www.grants.gov) and SAMS Domestic (<https://mygrants.servicenowservices.com>) under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613." **Although solicitation details will be available via SAMS Domestic, please note that all applications in response to this NOFO must be submitted via [www.grants.gov](http://www.grants.gov).** Please contact the DRL point of contact listed in Section G if requesting reasonable accommodations for persons with disabilities or for security reasons. Please note that reasonable accommodations do not include deadline extensions.

### D.2 Content and Form of Application Submission

For all application documents, please ensure:

- All documents are in English and all costs are in U.S. Dollars. If an original document within the application is in another language, an English translation must be provided (please note the Department of State, as indicated in 2 CFR 200.111, requires that English is the official language of all award documents). If any document is provided in both English and a foreign language, the English language version is the controlling version;
- All pages are numbered, including budgets and attachments;
- All documents are formatted to 8 ½ x 11 paper; and,
- All documents are single-spaced, 12-point Times New Roman font, with 1-inch margins. Captions and footnotes may be 10-point Times New Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

#### D.2.1 Application Requirements

Complete applications must include the following:

1. Completed and signed **SF-424**, **SF-424A**, and **SF-424B** Please see SF-424 instructions in Section 2B of the PSI.
2. Organizations that engage in lobbying the U.S. government, including Congress, or pay for another entity to lobby on their behalf, are also required to complete the **SF-LLL** "Disclosure of Lobbying Activities" form (**only if applicable**). Please see SF-LLL guidance in Section 2B of the PSI.
3. **Cover Page** (not to exceed one (1) page, preferably as a Word Document) that includes a table with the organization name, project title, target country/countries, project synopsis, and name and contact information for the application's

main point of contact. Please see *Cover Page* Section 2C of the PSI for a template and more details.

4. **Executive Summary** (not to exceed one (1) page, preferably as a Word Document) that outlines project goals, objectives, activities, etc.
  - **The Executive Summary should include a brief section that explicitly states: (1) the problem statement addressed by the project, (2) research-based evidence justifying the unique project approach, and (3) quantifiable project outcomes and impacts.**
5. **Table of Contents** (not to exceed one (1) page, preferably as a Word Document) listing all documents and attachments with page numbers.
6. **Proposal Narrative** (not to exceed ten (10) pages, preferably as a Word Document). Please note the ten-page limit **does not include** the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget Narrative, Audit, or NICRA. Applicants are encouraged to combine multiple documents into a single Word Document or PDF (i.e. Cover Page, Table of Contents, Executive Summary, and Proposal Narrative in one file). Please see *Proposal Narrative Guidelines* in Section 2F of the PSI for more details.
  - The Proposal Narrative should demonstrate the applicant's commitment to ensuring the participation of all people as a strategy for implementation. Please integrate inclusion strategies in all sections of the Proposal Narrative to enhance programmatic impact.
7. **Budget** (preferably as an Excel workbook) that includes three (3) columns containing the request to DRL, any cost sharing contribution, and the total budget. A summary budget should also be included using the OMB-approved budget categories (see SF-424A as a sample) in a separate tab. Costs must be in U.S. Dollars. Detailed line-item budgets for sub-grantees should be included as additional tabs within the Excel workbook (if available at the time of submission). Please see *Budget Guidelines* Section 2G of the PSI for more information.
  - The programming approach should be dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Please include costs associated with this commitment in the Budget and Budget Narrative.
8. **Budget Narrative** (preferably as a Word Document) that includes substantive explanations and justifications for each line item in the detailed budget spreadsheet, as well as the source and a description of all cost-share offered. Please see *Budget Guidelines* Section 2G of the PSI for more information.
9. The organization's most recent **audit**, if applicable. This should be a single audit, program-specific audit, or other audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Please see *Audit* Section 2H of the PSI for more information.
10. **Logic Model** (preferably as a Word Document). Please see *Logic Model* Section 2I of the PSI for more information.
11. **Monitoring and Evaluation Narrative** (not to exceed four (4) pages, preferably as a Word Document). Please see *Monitoring and Evaluation Narrative* Section 2J of the PSI for more information.
  - As stated within the DRL Guide to Program Monitoring and Evaluation (p. 6): DRL strongly encourages applicants to consider whether their monitoring and evaluation systems are utilizing human rights-based approaches, applying a gender and equity lens, or include the participation of sub-grantees and project participants. Within the Monitoring and Evaluation Narrative, applicants should demonstrate their commitment to inclusive strategies and consider whether evaluation design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. direct beneficiaries, sub-grantees). Applicants should still make adequate provisions to protect the privacy of human subjects when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols.

12. **Monitoring and Evaluation Plan** (preferably as a Word Document or Excel Sheet). Please see *Monitoring and Evaluation Plan* Section 2J of the PSI for more information.
13. **Risk Analysis** (preferably as a Word Document). Please see *Risk Analysis* Section 2K of the PSI for more information on this requirement, including Do No Harm principles and Preventing Sexual Exploitation and Abuse (PSEA) policies/plans.
14. **Key Personnel** (not to exceed two (2) pages, preferably as a Word Document). Please include short bios that highlight relevant professional experience. Given the limited space, CVs are not recommended for submission.
15. **Timeline** (not to exceed one (1) page, preferably as a Word Document or Excel Sheet). The timeline of the overall proposal should include activities, evaluation efforts, and program closeout.
16. **Gender and Inclusion Analysis** (not to exceed three (3) pages, preferably as a Word Document) that provides a concise analysis of relevant gender norms, equity and equality for underserved communities and marginalized populations, power relations, and conflict dynamics in target countries. Potential domains of analysis include institutional practices and barriers, cultural norms, gender roles, access to and control over assets and resources, and patterns of decision-making. Applicants should briefly explain how they have integrated findings from their analysis into project design and/or other proposal documents, including a plan for regularly reviewing and updating the gender and inclusion analysis with local partners/beneficiaries, and making any necessary adjustments to program implementation. A set of guiding questions can be found in Section 2L of the PSI.
17. **Security Plan** addressing any issues involving in-person events and recruitment for said events, and safety for any online programs or communications, including independent IT security audits (to include a vulnerability assessment) of any proposed web application or platform. Organization's Security Plan should demonstrate consideration of the risks identified in the submitted risk assessment. Costs may also be identified within the budget and budget narrative. Applicants are also encouraged to include contingency plans for in-person or online activities.
18. **Contingency Plan** for proposed activities should the originally planned activities not be able to be implemented. The Contingency Plan should be submitted as an additional annex. Applicants should demonstrate consideration of the risks identified in the submitted risk assessment and include specific alternative activities or locations as part of the Contingency Plan. Any proposed "plan" must comply with 2CFR200.433 – Contingency provisions. Plans must not include unallocable or unallowable expenses and must not result in a larger Total Award Value than the identified as the "competition ceiling." DRL requires prior approval by the Grants Officer of the "plan" before any activities can take place, or costs can be incurred against the "plan."
19. **Lessons Learned** (not to exceed one (1) page, preferably as a Word Document) from past programs in Israel, the West Bank, and/or Gaza that demonstrate how the implementer has safely operated and responded to programmatic challenges, learning from both successes and failures, in the operating environment. To be incorporated into the ten (10) pages allowed for "Proposal Narrative."
20. **Psychosocial Assistance** (to be incorporated into the ten (10) pages allowed for "Proposal Narrative," and into "Budget" and "Budget Narrative"). A section in the proposal, budget, and budget narrative to reflect appropriate resources and support for the psychosocial health of staff (i.e., activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).

- References: For reference to international guidance, please see the following: Core Humanitarian Standard Commitment 8.9 (<https://corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf>); and IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings Action Sheet 4.4 (<http://www.who.int/mental-health/emergencies/guidelines-iasc-mental-health-psychosocial-june-2007.pdf>).

**Applications that do not include the elements listed above will be deemed technically ineligible.**

### **D.2.2 Additional Application Documents**

Strong applications will also contain the following:

- Individual Letters of Support and/or Memorandum of Understanding. Letters of support and MOUs must be specific to the project implementation (e.g. from proposed partners or sub-award recipients) and will not count towards the page limit.

**Please refer to the Proposal Submission Instructions (PSI), updated December 2021, on DRL's website for detailed guidance on the documents above: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>. For an application checklist and sample templates please see the Resources page on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. The sample templates provided on the DRL website are suggested, but not mandatory.**

DRL reserves the right to request additional documents not included in this NOFO. Additionally, to ensure that all applications receive a balanced evaluation, the DRL review panel will review from the first page of each section up to the page limit and no further.

Note: If ultimately provided with a notification of non-binding intent to make a Federal award, applicants typically have two to three weeks to provide additional information and documents requested in the notification of intent. The deadlines may vary in each notification of intent and applicants must adhere to the stated deadline in the notification of intent.

### **D.2.3 Additional Information Requested For Those Receiving Notification of Intent**

Successful applicants must submit, after notification of intent to make a Federal award, but prior to issuance of a Federal award:

- Written responses and revised application documents addressing conditions and recommendations from the DRL review panel;
- A copy of the applicant's latest NICRA as a PDF file, if the applicant has a NICRA and includes NICRA charges in the budget;
- A completed copy of the Department's Financial Management Survey, if receiving DRL funding for the first time;
- Submission of required documents to register in the Payment Management System managed by the Department of Health and Human Services, if receiving DRL funding for the first time (unless an exemption is provided);
- Other requested information or documents included in the notification of intent to make a Federal award or subsequent communications prior to issuance of a Federal award;
- Applicants who submit their applications through Grants.gov will be required to create a SAMS Domestic account in order to accept the final award. Accounts must be logged into to every 60 days in order to maintain an active account.

### **D.3 Unique Entity Identifier and System for Award Management (SAM)**

All prime organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI), formerly referred to as DUNS, and an active registration with the SAM.gov **before submitting an application**. DRL may **not** review applications from or make awards to applicants that have not completed all applicable UEI and SAM.gov requirements. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

The 2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at

the time of application but will be required before the award is processed and/or directed to a sub-grantee.

***Note: The process of obtaining a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS), a Commercial and Government Entity (CAGE) code, and a UEI number prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS, but do need a NATO CAGE (NCAGE) code and UEI number prior to registering in SAM.gov.

All prime organizations must also continue to maintain active SAM.gov registration with current information at all times during which they have an active Federal award or application under consideration by a Federal award agency. SAM.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov and to maintain that active registration. If an applicant has not fully complied with the requirements at the time of application, the applicant may be deemed technically ineligible to receive an award and use that determination as a basis for making an award to another applicant.

For further guidance on the registration process, please see the SAM.gov Registration Guide on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. Please refer to 2 CFR 25.200 for additional information. Also, please refer to Section D.5 – Funding Restriction of the NOFO.

**Note: SAM.gov is not the same as SAMS Domestic. It is free to register in both systems, but the registration processes are different.**

***Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to [www.SAM.gov](http://www.SAM.gov), click "HELP" in the top navigation bar, then click "International Registrants" in the left navigation panel. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should review the website for the most up-to-date guidance.***

### **D.3.1 Exemptions**

An exemption from these requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least **two weeks prior to the deadline in the NOFO providing a justification of their request**. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

***Note: Foreign organizations will be required to register with the NATO Support Agency (NSPA) to receive a NCAGE code in order to register in SAM.gov. NSPA will forward your registration request to the applicable National Codification***

Bureau (NCB) if your organization is located in a NATO or Tier 2 Sponsored Non-NATO Nation. As of September 2021, NATO nations included Albania, Belgium, Bulgaria, Canada, Croatia, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, United Kingdom, and the United States of America. As of September 2021, Tier 2 nations included Argentina, Australia, Austria, Brazil, Colombia, Finland, India, Indonesia, Israel, Japan, Republic of Korea, Malaysia, Morocco, New Zealand, Serbia, Singapore, Sweden, Ukraine, and United Arab Emirates.

NSPA and/or the appropriate NCB forwards all NCAGE code information to all Allied Committee 135 (AC/135) nations, which as of September 2021 also included Algeria, Belarus, Bosnia & Herzegovina, Brunei Darussalam, Chile, Egypt, Georgia, Jordan, Oman, Pakistan, Peru, Qatar, Saudi Arabia, South Africa, and Thailand. **All organizations are strongly advised to take this into consideration when assessing whether registration may result in possible endangerment.**

#### **D.4 Submission Dates and Times**

Applications are due no later than **11:59 PM Eastern Standard Time (EST), on WEDNESDAY, APRIL 13, 2022** on <https://www.grants.gov/> under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613."

Grants.gov automatically logs the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Known system errors caused by Grants.gov that are outside of the applicant's control will be reviewed on a case by case basis. Applicants should not expect a notification upon DRL receiving their application.

#### **D.5 Funding Restrictions**

DRL will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Please refer the link for Foreign Terrorist Organizations: <https://www.state.gov/foreign-terrorist-organizations/>

Project activities whose direct beneficiaries are foreign militaries or paramilitary groups or individuals will not be considered for DRL funding given purpose limitations on funding.

In accordance with Department of State policy for terrorism, applicants are advised that successful passing of vetting to evaluate the risk that funds may benefit terrorists or their supporters is a condition of award. If chosen for an award, applicants will be asked to submit information required by DS Form 4184, Risk Analysis Information (attached to this solicitation) about their company and its principal personnel. Vetting information is also required for all sub-award performance on assistance awards identified by the Department of State as presenting a risk of terrorist financing. Vetting information may also be requested for project beneficiaries and participants. Failure to submit information when requested, or failure to pass vetting, may be grounds for rejecting your proposal prior to award.

The Leahy Law prohibits Department foreign assistance funds from supporting foreign security force units if the Secretary of State has credible information that the unit has committed a gross violation of human rights. Per 22 USC §2378d(a) (2017), "No assistance shall be furnished under this chapter or the Arms Export Control Act to any unit of the security forces of a foreign country if the Secretary of State has credible information that such unit has committed a gross violation of human rights." Restrictions may apply to any proposed assistance to police or other law enforcement.

Among these, pursuant to section 620M of the Foreign Assistance Act of 1961, as amended (FAA), no assistance provided through this funding opportunity may be furnished to any unit of the security forces of a foreign country when there is credible information that such unit has committed a gross violation of human rights. In accordance with the requirements of section 620M of the FAA, also known as the Leahy law, project beneficiaries or participants from a foreign government's security forces may need to be vetted by the Department before the provision of any assistance. If a proposed grant or cooperative agreement will provide assistance to foreign security forces or personnel, compliance with the Leahy Law is required.

U.S. foreign assistance for Burma or Burmese beneficiaries is subject to restrictions. This includes restrictions, pursuant to section 7043(a)(3) of the Department of State, Foreign Operations, and Related Programs Appropriations Act, 2020 (Div. G, P.L. 116-94)(SFOAA), on funds appropriated under title III of the act for assistance for Burma. Section 7043(a)(3) provides that such funds "may not be made available to any organization or entity controlled by the armed forces of Burma, or to any individual or organization that advocates violence against ethnic or religious groups or individuals in Burma, as determined by the Secretary of State." In addition, funds cannot be made available to any individual or organization that has committed serious human rights abuse.

Organizations should be cognizant of these restrictions when developing project proposals as these restrictions will require appropriate due diligence of program beneficiaries and collaboration with DRL to ensure compliance with these restrictions. Program beneficiaries subject to due diligence vetting will include any individuals or entities that are beneficiaries of foreign assistance funding or support. Due diligence vetting will include a review of open-source materials.

Federal awards generally will not allow reimbursement of pre-award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis. Generally, construction costs are not allowed under DRL awards. For additional information, please see the DRL Proposal Submission Instructions (PSI) for Applications:  
<https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

## ***D.6 Application Submission***

**All application submissions must be made electronically via [www.grants.gov](http://www.grants.gov). Please note that the Grants.gov registration process can take ten (10) business days or longer, even if all registration steps are completed in a timely manner.**

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov. Applicants are required to document that the application has been received by Grants.gov in its entirety. DRL bears no responsibility for disqualification that result from applicants not being registered before the due date, for system errors in Grants.gov, or other errors in the application process. Additionally, applicants must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully.

Faxed, couriered, or emailed documents will not be accepted. Reasonable accommodations may, in appropriate circumstances, be provided to applicants with disabilities or for security reasons. Applicants must follow all formatting instructions in the applicable NOFO and these instructions.

DRL encourages organizations to **submit applications during normal business hours** (Monday – Friday, 9:00AM-5:00PM Eastern Standard Time (EST)). If an applicant experiences technical difficulties and has contacted the appropriate helpdesk but is not receiving timely assistance (e.g. if you have not received a response within 48 hours of contacting the helpdesk), you may contact the DRL point of contact listed in the NOFO in Section G. The point of



contact may assist in contacting the appropriate helpdesk.

*Note: The Grants Officer will determine technical eligibility of all applications.*

### **Grants.gov Applications:**

Please be advised that completing all the necessary registration steps for obtaining a username and password from Grants.gov **can take ten (10) business days or longer.**

Please refer to the Grants.gov website for definitions of various “application statuses” and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from Grants.gov upon the successful submission of an application. Validation of an electronic submission via Grants.gov can take up to two business days. Additionally, organizations **must** remember to save a screenshot of the checklist showing all documents submitted in case any document fails to upload successfully.

### **Grants.gov Helpdesk:**

For assistance with Grants.gov, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

See <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/> for a list of federal holidays.

## **E. Application Review Information**

### ***E.1 Proposal Review Criteria***

The DRL review panel will evaluate each application individually against the following criteria, listed below in order of importance, and not against competing applications. Please use the below criteria as a reference, but **do not structure your application according to the sub-sections.**

#### Quality of Project Idea

Applications should be responsive to the program framework and policy objectives identified in the NOFO, appropriate in the country/regional context, and should exhibit originality, substance, precision, and relevance to DRL’s mission of promoting human rights and democracy. Projects should have the potential to have an immediate impact leading to long-term, sustainable reforms. DRL prefers new approaches that do not duplicate efforts by other entities. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. In countries where similar activities are already taking place, an explanation should be provided as to how new activities will not duplicate or merely add to existing activities and how these efforts will be coordinated. Proposals that promote creative approaches to recognized ongoing challenges are highly encouraged. DRL prioritizes project proposals with inclusive approaches for advancing these rights.

#### Project Planning/Ability to Achieve Objectives

A strong application will include a clear articulation of how the proposed project activities contribute to the overall project objectives, and each activity will be clearly developed and detailed. A comprehensive monthly work plan should demonstrate substantive undertakings and the logistical capacity of the organization. Objectives should be ambitious yet

measurable, results-focused and achievable in a reasonable timeframe. A complete application must include a Logic Model to demonstrate how the project activities will have an impact on its proposed objectives. The Logic Model should match the objectives, outcomes, key activities, and outputs described in the narrative. Applications should address how the project will engage relevant stakeholders and should identify local partners as appropriate.

If local partners have been identified, DRL strongly encourages applicants to submit letters of support from proposed in-country partners. Additionally, applicants should describe the division of labor among the direct applicant and any local partners. If applicable, applications should identify target geographic areas for activities, target participant groups or selection criteria for participants, and the specific roles of sub-awardees, among other pertinent details.

DRL recognizes that all programs have some level of risk due to internal/external variables that have the potential to adversely affect a program. Risk management should address how the program design incorporates the identification, assessment, and management of key risk factors. DRL will review the Risk Analysis based on the organization's ability to identify risks that could have an impact on the overall program as well as how the organization will manage these risks.

#### Institution's Record and Capacity

DRL will consider the past performance of prior recipients and the demonstrated potential of new applicants. Applications should demonstrate an institutional record of successful democracy and human rights programs, including responsible fiscal management and full compliance with all reporting requirements for past grants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's objectives. Projects should have potential for continued funding beyond DRL resources.

#### Addressing Barriers to Equal Participation

DRL strives to ensure its projects advance the rights and uphold the dignity of all persons. As the U.S. government's lead bureau dedicated to promoting democratic governance, DRL requests a programming approach dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Discrimination, violence, inequity, and inequality targeting any members of society undermines collective security and threatens democracy. DRL prioritizes inclusive and integrated program models that assess and address the barriers to access for individuals and groups based on their race, ethnicity, religion, income, geography, gender identity, sexual orientation, or disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Applicants should describe how programming will impact all of its beneficiaries, including support for underserved and underrepresented communities. This approach should be an integral part of both the concept and explicit design, and implementation of all proposed project activities, objectives, and monitoring.

Strong proposals will provide specific analysis, measures, and corresponding targets as appropriate. Stakeholders shall identify the difference between opportunities and barriers to access, and design programs accordingly to not perpetuate these inequalities, but rather enhance programmatic impact by including all people in society. The goal of this approach is to bring communities and those in power together in support of more stable and secure societies.

#### Cost Effectiveness

DRL strongly encourages applicants to clearly demonstrate project cost-effectiveness in their application, including examples of leveraging institutional and other resources. However, cost-sharing or other examples of leveraging other resources are not required. Inclusion of cost-sharing in the budget does not result in additional points awarded during the review process. Budgets should have low and/or reasonable overhead and administration costs, and applicants should provide clear explanations and justifications for these costs in relation to the work involved. All budget items

should be clearly explained and justified to demonstrate necessity, appropriateness, and connection to the project objectives.

*Please note: If cost share is included in the budget, the recipient must maintain written records to support all allowable costs that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such records are subject to audit. In the event the recipient does not meet the minimum amount of cost-sharing as stipulated in the recipient's budget, DRL's contribution may be reduced in proportion to the recipient's contribution.*

### Multiplier Effect/Sustainability

Applications should clearly delineate how elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect will have an impact beyond the direct beneficiaries of the grant (e.g. participants trained under a grant go on to train other people; workshop participants use skills from a workshop to enhance a national level election that affects the entire populace). A strong sustainability plan may include demonstrating continuing impact beyond the life of a project or garnering other donor support after DRL funding ceases.

### Project Monitoring and Evaluation

Complete applications will include a detailed M&E Narrative and M&E Plan, which detail how the project's progress will be monitored and evaluated. Incorporating well-designed monitoring and evaluation processes into a project is an efficient method for documenting the change (intended and unintended) that a project seeks. Applications should demonstrate the capacity to provide objectives with measurable outputs and outcomes.

The quality of the M&E sections will be judged on the narrative explaining how both monitoring and evaluation will be carried out and who will be responsible for those related activities. The M&E Narrative should explain how an external evaluation will be incorporated into the project implementation plan or how the project will be systematically assessed in the absence of one. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the narrative.

The output and outcome-based performance indicators should not only be separated by project objectives but also should match the objectives, outcomes, and outputs detailed in the Logic Model and Proposal Narrative. Performance indicators should be clearly defined (i.e., explained how the indicators will be measured and reported) either within the table or with a separate Performance Indicator Reference Sheet (PIRS). For each performance indicator, the table should also include baselines and quarterly and cumulative targets, data collection tools, data sources, types of data disaggregation, and frequency of monitoring and evaluation. There should also be metrics to capture how project activities target those who face discrimination due to their religion, gender, disabilities, ethnicity or sexual orientation and gender identity, where applicable. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the plan.

## **E.2 Review and Selection Process**

DRL strives to ensure that each application receives a balanced evaluation by a DRL review panel. The Department's Office of Acquisitions Management (AQM) will determine technical eligibility for all applications. All technically eligible applications for a given NOFO are reviewed against the same seven criteria, which include quality of project idea, project planning/ability to achieve objectives, institutional record and capacity, inclusive programming, cost effectiveness, multiplier effect/sustainability, and project monitoring and evaluation.

Additionally, the DRL review panel will evaluate how the application addresses the NOFO request, U.S. foreign policy goals, and the priority needs of DRL overall. DRL may also take into consideration the balance of the current portfolio of active projects, including geographic or thematic diversity, if needed.

In most cases, the DRL review panel includes representatives from DRL, the appropriate Department of State regional bureau (to include feedback from U.S. embassies), and U.S. Agency for International Development (USAID) (to include feedback from USAID missions). In some cases, additional panelists may participate, including from other Department of State bureaus or offices; U.S. government departments, agencies, or boards; representatives from partner governments; or representatives from entities that are in a public-private partnership with DRL. At the end of the panel's discussion about an application, the review panel votes on whether to recommend the application for approval by the DRL Assistant Secretary. If more applications are recommended for approval than DRL can ultimately fund, the review panel will rank the recommended applications in priority order for consideration by the DRL Assistant Secretary. The Grants Officer Representative (GOR) for the eventual award does not vote on the panel. All panelists must sign non-disclosure agreements and conflicts of interest agreements.

DRL review panels may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of DRL funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

## **F. Federal Award Administration Information**

### ***F.1 Federal Award Notices***

DRL will provide a separate notification to applicants on the result of their applications. Successful applicants will receive a letter electronically via email requesting that the applicant respond to review panel conditions and recommendations. This notification is not an authorization to begin activities and does not constitute formal approval or a funding commitment.

Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; being registered in required systems, including the U.S. government's Payment Management System (PMS), unless an exemption is provided; and completing and providing any additional documentation requested by DRL or AQM. Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer.

The notice of Federal award signed by the Department's warranted Grants Officers is the sole authorizing document. If awarded, the notice of Federal award will be provided to the applicant's designated Authorizing Official via SAMS Domestic to be electronically counter-signed in the system.

### ***F.2 Administrative and National Policy and Legal Requirements***

DRL requires all recipients of foreign assistance funding to comply with all applicable Department and Federal laws and regulations, including but not limited to the following:

The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards set forth in 2 CFR Chapter 200 (Sub-Chapters A through F) shall apply to all non-Federal entities, except for assistance awards to

Individuals and Foreign Public Entities. Sub-Chapters A through E shall apply to all foreign organizations, and Sub-Chapters A through D shall apply to all U.S. and foreign for-profit entities. The applicant/recipient of the award and any sub-recipient under the award must comply with all applicable terms and conditions, in addition to the assurance and certifications made part of the Notice of Award. The Department's Standard Terms and Conditions can be viewed at <https://www.state.gov/about-us-office-of-the-procurement-executive/>.

Additionally, DRL supports implementation of the Women Peace and Security Act of 2017, which highlights the U.S. commitment to the meaningful participation of women in conflict prevention, management, and resolution. For additional information, please refer to the following link: <https://www.congress.gov/bill/115th-congress/senate-bill/1141>.

Due to the determination made under the Trafficking Victims Protection Act (TVPA) for FY 2021, assistance that benefits the governments of the following countries may be subject to a restriction under the TVPA. The Department of State determines on a case-by-case basis what constitutes assistance to a government; the general principles listed below apply.

Assistance to the government includes:

- All branches of government (executive, legislative, judicial) at all levels (national, regional, local);
- Public schools, universities, hospitals, and state-owned enterprises, as well as government employees;
- Cash, training, equipment, services, or other assistance provided directly to the government, assistance provided to an NGO or other implementer for the benefit of the government, and assistance to government employees.

Additional requirements may be included depending on the content of the program.

### **F.3 Reporting**

Applicants should be aware that DRL awards will require that all reports (financial and progress) are uploaded to the grant file in SAMS Domestic on a quarterly basis. The Federal Financial Report (FFR or SF-425) is the required form for the financial reports and must be submitted in PMS, as well as a copy from PMS then uploaded to the grant file in SAMS Domestic. The progress reports uploaded to the grant file in SAMS Domestic must include a narrative as described below and Project Indicators (or other mutually agreed upon format approved by the Grants Officer) for the F Framework indicators. The F Framework indicators will be reviewed and negotiated during the final stages of issuing an award.

Narrative progress reports should reflect the focus on measuring the project's impact on the overarching objectives and should be compiled according to the objectives, outcomes, and outputs as outlined in the award's Scope of Work (SOW) and in the Monitoring & Evaluation Narrative. An assessment of the overall project's impact should be included in each progress report. Where relevant, progress reports should include the following sections:

- Relevant contextual information (limited);
- Explanation and evaluation of significant activities of the reporting period and how the activities reflect progress toward achieving objectives, including meeting benchmarks/targets as set in the M&E Plan. In addition, attach the M&E Plan, comparing the target and actual numbers for the indicators;
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and

agendas, participant surveys, photos, manuals, etc.) as separate attachments;

- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and a corrective action plan with an updated timeline of activities;
- Reasons why established goals were not met;
- Data for the required F Framework indicator(s) for the quarter as well as aggregate data by fiscal year;
- Program Indicators or other mutually agreed upon format approved by the Grants Officer;
- Proposed activities for the next quarter; and,
- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

**Foreign Assistance Data Review:** As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

A final narrative and financial report must also be submitted within 120 days after the expiration of the award.

Please note: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipient's ability to receive future U.S. government funds. DRL reserves the right to request any additional programmatic and/or financial project information during the award period.

## G. Contact Information

For technical submission questions related to this NOFO, please contact [DRL-NEAProgramInfo@state.gov](mailto:DRL-NEAProgramInfo@state.gov).

For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

For a list of federal holidays visit:

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

Except for technical submission questions, during the NOFO period U.S. Department of State staff in Washington and overseas shall not discuss this competition with applicants until the entire proposal review process has been completed and rejection and approval letters have been transmitted.

## H. Other Information

Applicants should be aware that DRL understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DRL cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

The information in this NOFO and "Proposal Submission Instructions for Applications" is binding and may not be modified by any DRL representative. Explanatory information provided by DRL that contradicts this language will not be binding. Issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. government. DRL reserves the right to reduce, revise, or increase proposal budgets.

This NOFO will appear on [www.grants.gov](http://www.grants.gov), [SAMS Domestic](#), and DRL's website <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

Background Information on DRL and General DRL Funding

DRL has the mission of promoting democracy and protecting human rights globally. DRL supports projects that uphold democratic principles, support and strengthen democratic institutions, promote human rights, prevent atrocities, combat and prevent violent extremism, and build civil society around the world. DRL typically focuses its work in countries with egregious human rights violations, where democracy and human rights advocates are under pressure and where governments are undemocratic or in transition.

Additional background information on DRL and its efforts can be found on <https://www.state.gov/bureaus-offices/under-secretary-for-civilian-security-democracy-and-human-rights/bureau-of-democracy-human-rights-and-labor/>.

---

Stay connected with the State Department:



---

External links found in this content or on Department of State websites that go to other non-Department websites should not be construed as an endorsement of the views or privacy policies contained therein.

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please contact [subscriberhelp.govdelivery.com](mailto:subscriberhelp.govdelivery.com).

---

This email was sent to behrenberg@wjcmail.org using GovDelivery Communications Cloud on behalf of: U.S. Department of State · 2201 C Street NW · Washington, DC 20520



<b>Sender:</b>	(b)(6)	@state.gov>
<b>Recipient:</b>	(b)(6)	

<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	(b)(6)@state.gov>
<b>Subject:</b>	Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza
<b>Date:</b>	Fri, 4 Mar 2022 12:16:07 +0000

Oh, that would be fun to see you out in (b)(6) If your trip is pushed out another year, I'll actually be working (b)(6) by then, since I am in language training at an (b)(6) language school from August 2022 until June 2023.

(b)(6)

FSI - Arabic Language Student

(b)(6) (cell)

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 3, 2022 7:08 PM

**To:** (b)(6)@state.gov>

**Subject:** RE: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Great, I'll keep an eye out for (b)(6) email.

And yes, it would be great to meet before you head out! But also fingers crossed that I'll be able to come to (b)(6) this year... it's far overdue.

---

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 3, 2022 4:54 PM

**To:** (b)(6)@state.gov>

**Subject:** Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

(b)(6)

Great to hear, and I like your method of keeping communication via email so that it is documented. I'll share your email address with my friend and tell her to reach out to you. For your reference, (b)(6) -- just so you have it.

(b)(6)

It would be great to catch up with you over a cup of tea or coffee in early summer before we take off, if possible.

Best, (b)(6)

(b)(6)

FSI - Arabic Language Student

(b)(6) (cell)

---

**From:** (b)(6)@state.gov>

**Sent:** Thursday, March 3, 2022 4:30 PM



To: (b)(6)@state.gov>

Subject: RE: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Hi (b)(6)

It's great to hear from you!

I have no problem answering questions on the process to apply to a NOFO, but would ask that any questions come by email rather than a phone call or meeting. This allows us to document for the record that we did not give any particular group an unfair advantage.

Please do share my email address with her.

Thanks,

(b)(6)

From (b)(6)@state.gov>

Sent: Thursday, March 3, 2022 4:13 PM

To: (b)(6)@state.gov>

Subject: Fw: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Hey there, (b)(6) Hope all is well with you these days.

Quick question re: the below NOFO. What is your policy regarding talking with a potential applicant? Do you not speak with them at all out of fairness, or are you able to talk with them but only in general terms re: the process, etc?

The reason I ask is that (b)(6) reached out to me to see if there was someone at DRL with whom she could speak re: the NOFO, in particular to ask some general questions about fit and what is permissible under the call for activities.

Either way is fine. If you or someone in GP is able to speak with her, I can send you her contact info or vice-versa. Whatever works for you on your end.

Thanks, (b)(6)

(b)(6)

FSI - Arabic Language Student

(b)(6) (cell)

From (b)(6)@state.gov>

Sent: Monday, February 14, 2022 3:43 PM

To: (b)(6)@state.gov>

Subject: Fw: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

(b)(6)

Seeing the below reminded me I have been remiss in not reaching out to you earlier to let you know I am headed to (b)(6) for my next tour. (b)(6)

(b)(6) If you have the time, it would be great to get together over coffee at some point later this Spring to chat about NEA and DRL and (b)(6)

Meanwhile, I hope that all is good in DRL land.

Best, (b)(6)

(b)(6)

FSI - Arabic Language Student

(b)(6) (cell)

**From:** U.S. Department of State <usstatebpa@public.govdelivery.com>

**Sent:** Monday, February 14, 2022 2:37 PM

**To:** Baldwin, Paul R <BaldwinPR@state.gov>

**Subject:** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

You are subscribed to Democracy, Human Rights, and Labor for U.S. Department of State. This information has recently been updated, and is now available.

**DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza**

02/14/2022 02:23 PM EST

Bureau of Democracy, Human Rights, and Labor

**United States Department of State**

**Bureau of Democracy, Human Rights and Labor (DRL)**

**Notice of Funding Opportunity (NOFO):** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

This is the announcement of funding opportunity number **SFOP0008613**

**Catalog of Federal Domestic Assistance Number:** 19.345

**Type of Solicitation:** Open Competition

**Application Deadline:** 11:59 PM EST on WEDNESDAY, APRIL 13, 2022

**Total Funding Floor:** \$493,827

**Total Funding Ceiling:** \$987,654

**Anticipated Number of Awards:** 1 – 2

**Type of Award:** Grant or Cooperative Agreement

**Period of Performance:** 18 – 36 months

**Anticipated Time to Award, Pending Availability of Funds:** 5 – 7 months

**A. Project Description**

The U.S. Department of State, Bureau of Democracy, Human Rights, and Labor (DRL) announces an open competition for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza.

Program activities should focus on enabling independent civil society in Israel and the West Bank and Gaza to: collect, archive, and maintain human rights documentation to support justice and accountability and civil society-led advocacy efforts, which may include documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.

A successful program design will demonstrate flexibility to adapt to changes in the operational context as needed. Organizations may propose activities in both Israel and the West Bank/Gaza or propose activities specific to each area.

Innovative ideas for working in a difficult environment – particularly best practices adapted from lessons learned – are welcome. Proposals that include local organizations as the lead implementer or as substantial program partners are strongly encouraged and will be viewed favorably. Applicants should take a tailored approach to ensure in-depth and comprehensive support to participating NGOs, including personal, digital, and physical security where needed.

DRL is conscious of the ever-changing security situation in the broader NEA region. With this in mind, applicants are required to submit a detailed contingency plan and risk assessment in order to demonstrate situational awareness and preparedness. Risk assessment and contingency plan documents must address safety and contingency for in-person events and recruitment for said events, processes for receiving and disbursing funds, as well as means to secure online programs or communications.

A proven ability to implement programs in Israel and the West Bank and Gaza must be demonstrated. As part of the proposal narrative, or as an annex to the proposal submission, applicants are encouraged to submit lessons learned from past programming that demonstrate how the implementer has safely operated and responded to challenges, learning from both successes and failures, in the intended operating environment.

All programs should aim to have impact that leads to reforms and should have the potential for sustainability beyond DRL resources. DRL's preference is to avoid duplicating past efforts by supporting new and creative approaches. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. DRL is committed to advancing equity and support for underserved and underrepresented communities. Programs should seek strategies for integration and inclusion of individuals/organizations/beneficiaries that can bring perspectives based on their religion, sex, disability, race, ethnicity, sexual orientation, gender identity, gender expression, sex characteristics, national origin, age, genetic information, marital status, parental status, pregnancy, political affiliation, or veteran's status. Programs should be demand-driven and locally led to the extent possible. DRL requires all programs to be non-discriminatory and expects implementers to include strategies for nondiscrimination of individuals/organizations/beneficiaries based on race, color, religion, sex, gender identity, gender expression, sex characteristics, sexual orientation, pregnancy, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project, with adjustments made as necessary;
- Inclusion of vulnerable populations;
- Joint identification and definition of key concepts with relevant stakeholders and stakeholder input into project activities;
- Systematic follow up with beneficiaries at specific intervals after the completion of activities to track how beneficiaries are retaining new knowledge as well as applying their new skills.

Activities that are **not** typically allowed include, but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;
- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;
- Micro-loans or similar small business development initiatives;
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

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

## B. Federal Award Information

Primary organizations can submit 1 application in response to the NOFO.

The U.S. government may: (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, and (d) waive irregularities in applications received.

The U.S. government may make award(s) on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The U.S. government reserves the right (though it is under no obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the project description, budget, or other aspects of an application.

DRL anticipates awarding either a grant or cooperative agreement depending on the needs and risk factors of the program. The final determination on award mechanism will be made by the Grants Officer. The distinction between grants and cooperative agreements revolves around the existence of "substantial involvement."

Cooperative agreements require greater Federal government participation in the project. If a cooperative agreement is awarded, DRL will undertake reasonable and programmatically necessary substantial involvement.

Examples of substantial involvement can include, but are not limited to:

- Active participation or collaboration with the recipient in the implementation of the award;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-awards or contracts beyond existing Federal policy;
- Approval of the recipient's budget or plan of work prior to the award.

The authority for this funding opportunity is found in the Foreign Assistance Act of 1961, as amended (FAA).

To maximize the impact and sustainability of the award(s) that result from this NOFO, DRL retains the right to execute non-competitive continuation amendment(s). The total duration of any award, including potential non-competitive continuation amendments, shall not exceed 54 months, or four and a half years. Any non-competitive continuation is contingent on performance and **pending availability of funds**. A non-competitive continuation is not guaranteed, and the Department of State reserves the right to exercise or not to exercise this option.

## C. Eligibility Information

**For application information, please see the proposal submission instructions (PSI), updated December 2021 on our website.**

### **C.1 Eligible Applicants**

DRL welcomes applications from U.S.-based and foreign-based non-profit organizations/nongovernment organizations (NGO) and public international organizations; private, public, or state institutions of higher education, and for-profit organizations or businesses. DRL's preference is to work with non-profit entities; however, there may be some occasions when a for-profit entity is best suited.

Applications submitted by for-profit entities may be subject to additional review following the panel selection process. Additionally, the Department of State prohibits profit to for-profit or commercial organizations under its assistance awards. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR 30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures.

Please see 2 CFR 200.307 for regulations regarding program income.

### **C.2 Cost Sharing or Matching**

Providing cost sharing, matching, or cost participation is not an eligibility factor or requirement for this NOFO and providing cost share will not result in a more favorable competitive ranking.

### **C.3 Other**

Applicants should have existing, or the capacity to develop, active partnerships with thematic or in-country partners, entities, and relevant stakeholders, including private sector partners and NGOs, and have **demonstrable experience** in administering successful and preferably similar projects. DRL encourages applications from foreign-based NGOs headquartered in the geographic regions/countries relevant to this NOFO. Applicants may **form consortia** in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. However, one organization should be designated in the proposal as the lead applicant, with the other members designated as sub-award partners. DRL reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis.

DRL is committed to an **anti-discrimination** policy in all of its projects and activities. DRL welcomes applications irrespective of race, ethnicity, color, creed, national origin, gender, sexual orientation, gender identity, disability, or other status. DRL seeks applications that demonstrate that the recipient does not discriminate against any beneficiaries in implementation of a potential award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. This includes, for example, race, color, religion, sex (including gender identity, gender expression, sex characteristics, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status. The recipient should insert this provision, including this paragraph, in all sub-grants and contracts under a potential award.

Any applicant listed on the Excluded Parties List System in the System for Award Management (SAM.gov) ([www.sam.gov](http://www.sam.gov)) and/or has a current debt to the U.S. government is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity or person listed on the Excluded Parties List System in SAM.gov can participate in any activities under an award. All

applicants are strongly encouraged to review the Excluded Parties List System in SAM.gov to ensure that no ineligible entity or person is included in their application.

## D. Application and Submission Information

### D.1 Address to Request Application Package

Applicants can find application forms, kits, or other materials needed to apply on [www.grants.gov](http://www.grants.gov) and SAMS Domestic (<https://mygrants.servicenow.com>) under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613." **Although solicitation details will be available via SAMS Domestic, please note that all applications in response to this NOFO must be submitted via [www.grants.gov](http://www.grants.gov).** Please contact the DRL point of contact listed in Section G if requesting reasonable accommodations for persons with disabilities or for security reasons. Please note that reasonable accommodations do not include deadline extensions.

### D.2 Content and Form of Application Submission

For all application documents, please ensure:

- All documents are in English and all costs are in U.S. Dollars. If an original document within the application is in another language, an English translation must be provided (please note the Department of State, as indicated in 2 CFR 200.111, requires that English is the official language of all award documents). If any document is provided in both English and a foreign language, the English language version is the controlling version;
- All pages are numbered, including budgets and attachments;
- All documents are formatted to 8 ½ x 11 paper; and,
- All documents are single-spaced, 12-point Times New Roman font, with 1-inch margins. Captions and footnotes may be 10-point Times New Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

#### D.2.1 Application Requirements

Complete applications must include the following:

1. Completed and signed **SF-424**, **SF-424A**, and **SF-424B** Please see SF-424 instructions in Section 2B of the PSI.
2. Organizations that engage in lobbying the U.S. government, including Congress, or pay for another entity to lobby on their behalf, are also required to complete the **SF-LLL** "Disclosure of Lobbying Activities" form (**only if applicable**). Please see SF-LLL guidance in Section 2B of the PSI.
3. **Cover Page** (not to exceed one (1) page, preferably as a Word Document) that includes a table with the organization name, project title, target country/countries, project synopsis, and name and contact information for the application's main point of contact. Please see *Cover Page* Section 2C of the PSI for a template and more details.
4. **Executive Summary** (not to exceed one (1) page, preferably as a Word Document) that outlines project goals, objectives, activities, etc.
  - **The Executive Summary should include a brief section that explicitly states: (1) the problem statement addressed by the project, (2) research-based evidence justifying the unique project approach, and (3) quantifiable project outcomes and impacts.**
5. **Table of Contents** (not to exceed one (1) page, preferably as a Word Document) listing all documents and attachments with page numbers.
6. **Proposal Narrative** (not to exceed ten (10) pages, preferably as a Word Document). Please note the ten-page limit **does not include** the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget

Narrative, Audit, or NICRA. Applicants are encouraged to combine multiple documents into a single Word Document or PDF (i.e. Cover Page, Table of Contents, Executive Summary, and Proposal Narrative in one file). Please see *Proposal Narrative Guidelines* in Section 2F of the PSI for more details.

- The Proposal Narrative should demonstrate the applicant's commitment to ensuring the participation of all people as a strategy for implementation. Please integrate inclusion strategies in all sections of the Proposal Narrative to enhance programmatic impact.
7. **Budget** (preferably as an Excel workbook) that includes three (3) columns containing the request to DRL, any cost sharing contribution, and the total budget. A summary budget should also be included using the OMB-approved budget categories (see SF-424A as a sample) in a separate tab. Costs must be in U.S. Dollars. Detailed line-item budgets for sub-grantees should be included as additional tabs within the Excel workbook (if available at the time of submission). Please see *Budget Guidelines* Section 2G of the PSI for more information.
    - The programming approach should be dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Please include costs associated with this commitment in the Budget and Budget Narrative.
  8. **Budget Narrative** (preferably as a Word Document) that includes substantive explanations and justifications for each line item in the detailed budget spreadsheet, as well as the source and a description of all cost-share offered. Please see *Budget Guidelines* Section 2G of the PSI for more information.
  9. The organization's most recent **audit**, if applicable. This should be a single audit, program-specific audit, or other audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Please see *Audit* Section 2H of the PSI for more information.
  10. **Logic Model** (preferably as a Word Document). Please see *Logic Model* Section 2I of the PSI for more information.
  11. **Monitoring and Evaluation Narrative** (not to exceed four (4) pages, preferably as a Word Document). Please see *Monitoring and Evaluation Narrative* Section 2J of the PSI for more information.
    - As stated within the DRL Guide to Program Monitoring and Evaluation (p. 6): DRL strongly encourages applicants to consider whether their monitoring and evaluation systems are utilizing human rights-based approaches, applying a gender and equity lens, or include the participation of sub-grantees and project participants. Within the Monitoring and Evaluation Narrative, applicants should demonstrate their commitment to inclusive strategies and consider whether evaluation design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. direct beneficiaries, sub-grantees). Applicants should still make adequate provisions to protect the privacy of human subjects when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols.
  12. **Monitoring and Evaluation Plan** (preferably as a Word Document or Excel Sheet). Please see *Monitoring and Evaluation Plan* Section 2J of the PSI for more information.
  13. **Risk Analysis** (preferably as a Word Document). Please see *Risk Analysis* Section 2K of the PSI for more information on this requirement, including Do No Harm principles and Preventing Sexual Exploitation and Abuse (PSEA) policies/plans.
  14. **Key Personnel** (not to exceed two (2) pages, preferably as a Word Document). Please include short bios that highlight relevant professional experience. Given the limited space, CVs are not recommended for submission.
  15. **Timeline** (not to exceed one (1) page, preferably as a Word Document or Excel Sheet). The timeline of the overall proposal should include activities, evaluation efforts, and program closeout.
  16. **Gender and Inclusion Analysis** (not to exceed three (3) pages, preferably as a Word Document) that provides a concise analysis of relevant gender norms, equity and equality for underserved communities and marginalized populations, power relations, and conflict dynamics in target countries. Potential domains of analysis include institutional practices and barriers, cultural norms, gender roles, access to and control over assets and resources, and patterns of decision-making. Applicants should briefly explain how they have integrated findings from their analysis into project design and/or other proposal documents, including a plan for regularly reviewing and updating the gender and inclusion analysis with local partners/beneficiaries, and making any necessary adjustments to program implementation. A set of guiding questions can be found in Section 2L of the PSI.
  17. **Security Plan** addressing any issues involving in-person events and recruitment for said events, and safety for any

online programs or communications, including independent IT security audits (to include a vulnerability assessment) of any proposed web application or platform. Organization's Security Plan should demonstrate consideration of the risks identified in the submitted risk assessment. Costs may also be identified within the budget and budget narrative. Applicants are also encouraged to include contingency plans for in-person or online activities.

18. **Contingency Plan** for proposed activities should the originally planned activities not be able to be implemented. The Contingency Plan should be submitted as an additional annex. Applicants should demonstrate consideration of the risks identified in the submitted risk assessment and include specific alternative activities or locations as part of the Contingency Plan. Any proposed "plan" must comply with 2CFR200.433 – Contingency provisions. Plans must not include unallocable or unallowable expenses and must not result in a larger Total Award Value than the identified as the "competition ceiling." DRL requires prior approval by the Grants Officer of the "plan" before any activities can take place, or costs can be incurred against the "plan."
19. **Lessons Learned** (not to exceed one (1) page, preferably as a Word Document) from past programs in Israel, the West Bank, and/or Gaza that demonstrate how the implementer has safely operated and responded to programmatic challenges, learning from both successes and failures, in the operating environment. To be incorporated into the ten (10) pages allowed for "Proposal Narrative."
20. **Psychosocial Assistance** (to be incorporated into the ten (10) pages allowed for "Proposal Narrative," and into "Budget" and "Budget Narrative"). A section in the proposal, budget, and budget narrative to reflect appropriate resources and support for the psychosocial health of staff (i.e., activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).
  - o References: For reference to international guidance, please see the following: Core Humanitarian Standard Commitment 8.9 (<https://corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf>); and IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings Action Sheet 4.4 ([http://www.who.int/mental\\_health/emergencies/guidelines\\_iasc\\_mental\\_health\\_psychosocial\\_june\\_2007.pdf](http://www.who.int/mental_health/emergencies/guidelines_iasc_mental_health_psychosocial_june_2007.pdf)).

**Applications that do not include the elements listed above will be deemed technically ineligible.**

## ***D.2.2 Additional Application Documents***

Strong applications will also contain the following:

- Individual Letters of Support and/or Memorandum of Understanding. Letters of support and MOUs must be specific to the project implementation (e.g. from proposed partners or sub-award recipients) and will not count towards the page limit.

***Please refer to the Proposal Submission Instructions (PSI), updated December 2021, on DRL's website for detailed guidance on the documents above: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>. For an application checklist and sample templates please see the Resources page on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. The sample templates provided on the DRL website are suggested, but not mandatory.***

DRL reserves the right to request additional documents not included in this NOFO. Additionally, to ensure that all applications receive a balanced evaluation, the DRL review panel will review from the first page of each section up to the page limit and no further.

Note: If ultimately provided with a notification of non-binding intent to make a Federal award, applicants typically have two to three weeks to provide additional information and documents requested in the notification of intent.

The deadlines may vary in each notification of intent and applicants must adhere to the stated deadline in the notification of intent.

## ***D.2.3 Additional Information Requested For Those Receiving Notification of Intent***

Successful applicants must submit, after notification of intent to make a Federal award, but prior to issuance of a Federal award:



- Written responses and revised application documents addressing conditions and recommendations from the DRL review panel;
- A copy of the applicant's latest NICRA as a PDF file, if the applicant has a NICRA and includes NICRA charges in the budget;
- A completed copy of the Department's Financial Management Survey, if receiving DRL funding for the first time;
- Submission of required documents to register in the Payment Management System managed by the Department of Health and Human Services, if receiving DRL funding for the first time (unless an exemption is provided);
- Other requested information or documents included in the notification of intent to make a Federal award or subsequent communications prior to issuance of a Federal award;
- Applicants who submit their applications through Grants.gov will be required to create a SAMS Domestic account in order to accept the final award. Accounts must be logged into to every 60 days in order to maintain an active account.

### ***D.3 Unique Entity Identifier and System for Award Management (SAM)***

All prime organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI), formerly referred to as DUNS, and an active registration with the SAM.gov **before submitting an application**. DRL may **not** review applications from or make awards to applicants that have not completed all applicable UEI and SAM.gov requirements. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

The 2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at the time of application but will be required before the award is processed and/or directed to a sub-grantee.

***Note: The process of obtaining a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS), a Commercial and Government Entity (CAGE) code, and a UEI number prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS, but do need a NATO CAGE (NCAGE) code and UEI number prior to registering in SAM.gov.

All prime organizations must also continue to maintain active SAM.gov registration with current information at all times during which they have an active Federal award or application under consideration by a Federal award agency. SAM.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov and to maintain that active registration. If an applicant has not fully complied with the requirements at the time of application, the applicant may be deemed technically ineligible to receive an award and use that determination as a basis for making an award to another applicant.

For further guidance on the registration process, please see the SAM.gov Registration Guide on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. Please refer to 2 CFR 25.200 for additional information. Also, please refer to Section D.5 – Funding Restriction of the NOFO.

***Note: SAM.gov is not the same as SAMS Domestic. It is free to register in both systems, but the registration processes are different.***

***Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to [www.SAM.gov](http://www.SAM.gov), click "HELP" in the top navigation bar, then click "International Registrants" in the left navigation panel. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should review the website for the most up-to-date guidance.***

### D.3.1 Exemptions

An exemption from these requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least **two weeks prior to the deadline in the NOFO providing a justification of their request.**

Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

*Note: Foreign organizations will be required to register with the NATO Support Agency (NSPA) to receive a NCAGE code in order to register in SAM.gov. NSPA will forward your registration request to the applicable National Codification Bureau (NCB) if your organization is located in a NATO or Tier 2 Sponsored Non-NATO Nation. As of September 2021, NATO nations included Albania, Belgium, Bulgaria, Canada, Croatia, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, United Kingdom, and the United States of America. As of September 2021, Tier 2 nations included Argentina, Australia, Austria, Brazil, Colombia, Finland, India, Indonesia, Israel, Japan, Republic of Korea, Malaysia, Morocco, New Zealand, Serbia, Singapore, Sweden, Ukraine, and United Arab Emirates. NSPA and/or the appropriate NCB forwards all NCAGE code information to all Allied Committee 135 (AC/135) nations, which as of September 2021 also included Algeria, Belarus, Bosnia & Herzegovina, Brunei Darussalam, Chile, Egypt, Georgia, Jordan, Oman, Pakistan, Peru, Qatar, Saudi Arabia, South Africa, and Thailand. **All organizations are strongly advised to take this into consideration when assessing whether registration may result in possible endangerment.***

### D.4 Submission Dates and Times

Applications are due no later than **11:59 PM Eastern Standard Time (EST), on WEDNESDAY, APRIL 13, 2022 on <https://www.grants.gov/> under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613."**

Grants.gov automatically logs the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Known system errors caused by Grants.gov that are outside of the applicant's control will be reviewed on a case by case basis. Applicants should not expect a notification upon DRL receiving their application.

### D.5 Funding Restrictions

DRL will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Please refer the link for Foreign Terrorist Organizations:

<https://www.state.gov/foreign-terrorist-organizations/>

Project activities whose direct beneficiaries are foreign militaries or paramilitary groups or individuals will not be considered for DRL funding given purpose limitations on funding.

In accordance with Department of State policy for terrorism, applicants are advised that successful passing of vetting to evaluate the risk that funds may benefit terrorists or their supporters is a condition of award. If chosen for an award, applicants will be asked to submit information required by DS Form 4184, Risk Analysis Information

(attached to this solicitation) about their company and its principal personnel. Vetting information is also required for all sub-award performance on assistance awards identified by the Department of State as presenting a risk of terrorist financing. Vetting information may also be requested for project beneficiaries and participants. Failure to submit information when requested, or failure to pass vetting, may be grounds for rejecting your proposal prior to award.

The Leahy Law prohibits Department foreign assistance funds from supporting foreign security force units if the Secretary of State has credible information that the unit has committed a gross violation of human rights. Per 22 USC §2378d(a) (2017), "No assistance shall be furnished under this chapter or the Arms Export Control Act to any unit of the security forces of a foreign country if the Secretary of State has credible information that such unit has committed a gross violation of human rights." Restrictions may apply to any proposed assistance to police or other law enforcement. Among these, pursuant to section 620M of the Foreign Assistance Act of 1961, as amended (FAA), no assistance provided through this funding opportunity may be furnished to any unit of the security forces of a foreign country when there is credible information that such unit has committed a gross violation of human rights. In accordance with the requirements of section 620M of the FAA, also known as the Leahy law, project beneficiaries or participants from a foreign government's security forces may need to be vetted by the Department before the provision of any assistance. If a proposed grant or cooperative agreement will provide assistance to foreign security forces or personnel, compliance with the Leahy Law is required.

U.S. foreign assistance for Burma or Burmese beneficiaries is subject to restrictions. This includes restrictions, pursuant to section 7043(a)(3) of the Department of State, Foreign Operations, and Related Programs Appropriations Act, 2020 (Div. G, P.L. 116-94)(SFOAA), on funds appropriated under title III of the act for assistance for Burma. Section 7043(a)(3) provides that such funds "may not be made available to any organization or entity controlled by the armed forces of Burma, or to any individual or organization that advocates violence against ethnic or religious groups or individuals in Burma, as determined by the Secretary of State." In addition, funds cannot be made available to any individual or organization that has committed serious human rights abuse.

Organizations should be cognizant of these restrictions when developing project proposals as these restrictions will require appropriate due diligence of program beneficiaries and collaboration with DRL to ensure compliance with these restrictions. Program beneficiaries subject to due diligence vetting will include any individuals or entities that are beneficiaries of foreign assistance funding or support. Due diligence vetting will include a review of open-source materials.

Federal awards generally will not allow reimbursement of pre-award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis. Generally, construction costs are not allowed under DRL awards. For additional information, please see the DRL Proposal Submission Instructions (PSI) for Applications: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

## ***D.6 Application Submission***

**All application submissions must be made electronically via [www.grants.gov](http://www.grants.gov). Please note that the Grants.gov registration process can take ten (10) business days or longer, even if all registration steps are completed in a timely manner.**

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov. Applicants are required to document that the application has been received by Grants.gov in its entirety. DRL bears no responsibility for disqualification that result from applicants not being registered before the due date, for system errors in Grants.gov, or other errors in the application process. Additionally, applicants must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully.

Faxed, couriered, or emailed documents will not be accepted. Reasonable accommodations may, in appropriate

circumstances, be provided to applicants with disabilities or for security reasons. Applicants must follow all formatting instructions in the applicable NOFO and these instructions.

DRL encourages organizations to **submit applications during normal business hours** (Monday – Friday, 9:00AM-5:00PM Eastern Standard Time (EST)). If an applicant experiences technical difficulties and has contacted the appropriate helpdesk but is not receiving timely assistance (e.g. if you have not received a response within 48 hours of contacting the helpdesk), you may contact the DRL point of contact listed in the NOFO in Section G. The point of contact may assist in contacting the appropriate helpdesk.

*Note: The Grants Officer will determine technical eligibility of all applications.*

### **Grants.gov Applications:**

Please be advised that completing all the necessary registration steps for obtaining a username and password from Grants.gov **can take ten (10) business days or longer.**

Please refer to the Grants.gov website for definitions of various “application statuses” and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from Grants.gov upon the successful submission of an application. Validation of an electronic submission via Grants.gov can take up to two business days. Additionally, organizations **must** remember to save a screenshot of the checklist showing all documents submitted in case any document fails to upload successfully.

### **Grants.gov Helpdesk:**

For assistance with Grants.gov, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

See <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/> for a list of federal holidays.

## **E. Application Review Information**

### **E.1 Proposal Review Criteria**

The DRL review panel will evaluate each application individually against the following criteria, listed below in order of importance, and not against competing applications. Please use the below criteria as a reference, but **do not structure your application according to the sub-sections.**

#### Quality of Project Idea

Applications should be responsive to the program framework and policy objectives identified in the NOFO, appropriate in the country/regional context, and should exhibit originality, substance, precision, and relevance to DRL’s mission of promoting human rights and democracy. Projects should have the potential to have an immediate impact leading to long-term, sustainable reforms. DRL prefers new approaches that do not duplicate efforts by other entities. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. In countries where similar activities are already taking place, an explanation should be provided as to how new activities will not duplicate or merely add to existing activities and how these efforts will be coordinated. Proposals that promote creative approaches to recognized ongoing challenges are highly encouraged. DRL prioritizes project proposals with inclusive approaches for advancing these rights.

#### Project Planning/Ability to Achieve Objectives

A strong application will include a clear articulation of how the proposed project activities contribute to the overall project objectives, and each activity will be clearly developed and detailed. A comprehensive monthly work plan should demonstrate substantive undertakings and the logistical capacity of the organization. Objectives should be ambitious yet measurable, results-focused and achievable in a reasonable timeframe. A complete application must include a Logic Model to demonstrate how the project activities will have an impact on its proposed

objectives. The Logic Model should match the objectives, outcomes, key activities, and outputs described in the narrative. Applications should address how the project will engage relevant stakeholders and should identify local partners as appropriate.

If local partners have been identified, DRL strongly encourages applicants to submit letters of support from proposed in-country partners. Additionally, applicants should describe the division of labor among the direct applicant and any local partners. If applicable, applications should identify target geographic areas for activities, target participant groups or selection criteria for participants, and the specific roles of sub-awardees, among other pertinent details.

DRL recognizes that all programs have some level of risk due to internal/external variables that have the potential to adversely affect a program. Risk management should address how the program design incorporates the identification, assessment, and management of key risk factors. DRL will review the Risk Analysis based on the organization's ability to identify risks that could have an impact on the overall program as well as how the organization will manage these risks.

#### Institution's Record and Capacity

DRL will consider the past performance of prior recipients and the demonstrated potential of new applicants. Applications should demonstrate an institutional record of successful democracy and human rights programs, including responsible fiscal management and full compliance with all reporting requirements for past grants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's objectives. Projects should have potential for continued funding beyond DRL resources.

#### Addressing Barriers to Equal Participation

DRL strives to ensure its projects advance the rights and uphold the dignity of all persons. As the U.S. government's lead bureau dedicated to promoting democratic governance, DRL requests a programming approach dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Discrimination, violence, inequity, and inequality targeting any members of society undermines collective security and threatens democracy. DRL prioritizes inclusive and integrated program models that assess and address the barriers to access for individuals and groups based on their race, ethnicity, religion, income, geography, gender identity, sexual orientation, or disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Applicants should describe how programming will impact all of its beneficiaries, including support for underserved and underrepresented communities. This approach should be an integral part of both the concept and explicit design, and implementation of all proposed project activities, objectives, and monitoring. Strong proposals will provide specific analysis, measures, and corresponding targets as appropriate. Stakeholders shall identify the difference between opportunities and barriers to access, and design programs accordingly to not perpetuate these inequalities, but rather enhance programmatic impact by including all people in society. The goal of this approach is to bring communities and those in power together in support of more stable and secure societies.

#### Cost Effectiveness

DRL strongly encourages applicants to clearly demonstrate project cost-effectiveness in their application, including examples of leveraging institutional and other resources. However, cost-sharing or other examples of leveraging other resources are not required. Inclusion of cost-sharing in the budget does not result in additional points awarded during the review process. Budgets should have low and/or reasonable overhead and administration costs, and applicants should provide clear explanations and justifications for these costs in relation to the work involved. All budget items should be clearly explained and justified to demonstrate necessity, appropriateness, and connection to the project objectives.

*Please note: If cost share is included in the budget, the recipient must maintain written records to support all allowable costs that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such records are subject to audit. In the event the recipient does not meet the minimum amount of*

*cost-sharing as stipulated in the recipient's budget, DRL's contribution may be reduced in proportion to the recipient's contribution.*

#### Multiplier Effect/Sustainability

Applications should clearly delineate how elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect will have an impact beyond the direct beneficiaries of the grant (e.g. participants trained under a grant go on to train other people; workshop participants use skills from a workshop to enhance a national level election that affects the entire populace). A strong sustainability plan may include demonstrating continuing impact beyond the life of a project or garnering other donor support after DRL funding ceases.

#### Project Monitoring and Evaluation

Complete applications will include a detailed M&E Narrative and M&E Plan, which detail how the project's progress will be monitored and evaluated. Incorporating well-designed monitoring and evaluation processes into a project is an efficient method for documenting the change (intended and unintended) that a project seeks. Applications should demonstrate the capacity to provide objectives with measurable outputs and outcomes.

The quality of the M&E sections will be judged on the narrative explaining how both monitoring and evaluation will be carried out and who will be responsible for those related activities. The M&E Narrative should explain how an external evaluation will be incorporated into the project implementation plan or how the project will be systematically assessed in the absence of one. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the narrative.

The output and outcome-based performance indicators should not only be separated by project objectives but also should match the objectives, outcomes, and outputs detailed in the Logic Model and Proposal Narrative.

Performance indicators should be clearly defined (i.e., explained how the indicators will be measured and reported) either within the table or with a separate Performance Indicator Reference Sheet (PIRS). For each performance indicator, the table should also include baselines and quarterly and cumulative targets, data collection tools, data sources, types of data disaggregation, and frequency of monitoring and evaluation. There should also be metrics to capture how project activities target those who face discrimination due to their religion, gender, disabilities, ethnicity or sexual orientation and gender identity, where applicable. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the plan.

## **E.2 Review and Selection Process**

DRL strives to ensure that each application receives a balanced evaluation by a DRL review panel. The Department's Office of Acquisitions Management (AQM) will determine technical eligibility for all applications. All technically eligible applications for a given NOFO are reviewed against the same seven criteria, which include quality of project idea, project planning/ability to achieve objectives, institutional record and capacity, inclusive programming, cost effectiveness, multiplier effect/sustainability, and project monitoring and evaluation.

Additionally, the DRL review panel will evaluate how the application addresses the NOFO request, U.S. foreign policy goals, and the priority needs of DRL overall. DRL may also take into consideration the balance of the current portfolio of active projects, including geographic or thematic diversity, if needed.

In most cases, the DRL review panel includes representatives from DRL, the appropriate Department of State regional bureau (to include feedback from U.S. embassies), and U.S. Agency for International Development (USAID) (to include feedback from USAID missions). In some cases, additional panelists may participate, including from other Department of State bureaus or offices; U.S. government departments, agencies, or boards; representatives from partner governments; or representatives from entities that are in a public-private partnership with DRL. At the end of the panel's discussion about an application, the review panel votes on whether to

recommend the application for approval by the DRL Assistant Secretary. If more applications are recommended for approval than DRL can ultimately fund, the review panel will rank the recommended applications in priority order for consideration by the DRL Assistant Secretary. The Grants Officer Representative (GOR) for the eventual award does not vote on the panel. All panelists must sign non-disclosure agreements and conflicts of interest agreements.

DRL review panels may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of DRL funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

## **F. Federal Award Administration Information**

### ***F.1 Federal Award Notices***

DRL will provide a separate notification to applicants on the result of their applications. Successful applicants will receive a letter electronically via email requesting that the applicant respond to review panel conditions and recommendations. This notification is not an authorization to begin activities and does not constitute formal approval or a funding commitment.

Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; being registered in required systems, including the U.S. government's Payment Management System (PMS), unless an exemption is provided; and completing and providing any additional documentation requested by DRL or AQM. Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer.

The notice of Federal award signed by the Department's warranted Grants Officers is the sole authorizing document. If awarded, the notice of Federal award will be provided to the applicant's designated Authorizing Official via SAMS Domestic to be electronically counter-signed in the system.

### ***F.2 Administrative and National Policy and Legal Requirements***

DRL requires all recipients of foreign assistance funding to comply with all applicable Department and Federal laws and regulations, including but not limited to the following:

The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards set forth in 2 CFR Chapter 200 (Sub-Chapters A through F) shall apply to all non-Federal entities, except for assistance awards to Individuals and Foreign Public Entities. Sub-Chapters A through E shall apply to all foreign organizations, and Sub-Chapters A through D shall apply to all U.S. and foreign for-profit entities. The applicant/recipient of the award and any sub-recipient under the award must comply with all applicable terms and conditions, in addition to the assurance and certifications made part of the Notice of Award. The Department's Standard Terms and Conditions can be viewed at <https://www.state.gov/about-us-office-of-the-procurement-executive/>.

Additionally, DRL supports implementation of the Women Peace and Security Act of 2017, which highlights the U.S. commitment to the meaningful participation of women in conflict prevention, management, and resolution.

For additional information, please refer to the following link: <https://www.congress.gov/bill/115th-congress/senate-bill/1141>.

Due to the determination made under the Trafficking Victims Protection Act (TVPA) for FY 2021, assistance that benefits the governments of the following countries may be subject to a restriction under the TVPA. The Department of State determines on a case-by-case basis what constitutes assistance to a government; the general

principles listed below apply.

Assistance to the government includes:

- All branches of government (executive, legislative, judicial) at all levels (national, regional, local);
- Public schools, universities, hospitals, and state-owned enterprises, as well as government employees;
- Cash, training, equipment, services, or other assistance provided directly to the government, assistance provided to an NGO or other implementer for the benefit of the government, and assistance to government employees.

Additional requirements may be included depending on the content of the program.

### **F.3 Reporting**

Applicants should be aware that DRL awards will require that all reports (financial and progress) are uploaded to the grant file in SAMS Domestic on a quarterly basis. The Federal Financial Report (FFR or SF-425) is the required form for the financial reports and must be submitted in PMS, as well as a copy from PMS then uploaded to the grant file in SAMS Domestic. The progress reports uploaded to the grant file in SAMS Domestic must include a narrative as described below and Project Indicators (or other mutually agreed upon format approved by the Grants Officer) for the F Framework indicators. The F Framework indicators will be reviewed and negotiated during the final stages of issuing an award.

Narrative progress reports should reflect the focus on measuring the project's impact on the overarching objectives and should be compiled according to the objectives, outcomes, and outputs as outlined in the award's Scope of Work (SOW) and in the Monitoring & Evaluation Narrative. An assessment of the overall project's impact should be included in each progress report. Where relevant, progress reports should include the following sections:

- Relevant contextual information (limited);
- Explanation and evaluation of significant activities of the reporting period and how the activities reflect progress toward achieving objectives, including meeting benchmarks/targets as set in the M&E Plan. In addition, attach the M&E Plan, comparing the target and actual numbers for the indicators;
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and agendas, participant surveys, photos, manuals, etc.) as separate attachments;
- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and a corrective action plan with an updated timeline of activities;
- Reasons why established goals were not met;
- Data for the required F Framework indicator(s) for the quarter as well as aggregate data by fiscal year;
- Program Indicators or other mutually agreed upon format approved by the Grants Officer;
- Proposed activities for the next quarter; and,
- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

**Foreign Assistance Data Review:** As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

A final narrative and financial report must also be submitted within 120 days after the expiration of the award.

Please note: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipient's ability to receive future U.S. government funds. DRL reserves the right to request



any additional programmatic and/or financial project information during the award period.

## G. Contact Information

For technical submission questions related to this NOFO, please contact [DRL-NEAProgramInfo@state.gov](mailto:DRL-NEAProgramInfo@state.gov). For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

For a list of federal holidays visit:

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

Except for technical submission questions, during the NOFO period U.S. Department of State staff in Washington and overseas shall not discuss this competition with applicants until the entire proposal review process has been completed and rejection and approval letters have been transmitted.

## H. Other Information

Applicants should be aware that DRL understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DRL cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

The information in this NOFO and "Proposal Submission Instructions for Applications" is binding and may not be modified by any DRL representative. Explanatory information provided by DRL that contradicts this language will not be binding. Issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. government. DRL reserves the right to reduce, revise, or increase proposal budgets.

This NOFO will appear on [www.grants.gov](http://www.grants.gov), [SAMS Domestic](#), and DRL's website <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

### Background Information on DRL and General DRL Funding

DRL has the mission of promoting democracy and protecting human rights globally. DRL supports projects that uphold democratic principles, support and strengthen democratic institutions, promote human rights, prevent atrocities, combat and prevent violent extremism, and build civil society around the world. DRL typically focuses its work in countries with egregious human rights violations, where democracy and human rights advocates are under pressure and where governments are undemocratic or in transition.

Additional background information on DRL and its efforts can be found on <https://www.state.gov/bureaus-offices/under-secretary-for-civilian-security-democracy-and-human-rights/bureau-of-democracy-human-rights-and-labor/>.

---

Stay connected with the State Department:



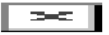
---

External links found in this content or on Department of State websites that go to other non-Department websites should not be construed as an endorsement of the views or privacy policies contained therein.

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your

Subscriber Preferences Page. You will need to use your email address to log in. If you have questions or problems with the subscription service, please contact [subscriberhelp.govdelivery.com](mailto:subscriberhelp.govdelivery.com).

This email was sent to baldwinpr@state.gov using GovDelivery Communications Cloud on behalf of: U.S. Department of State · 2201 C Street NW · Washington, DC 20520



**Sender:** (b)(6)@state.gov>  
**Recipient:** (b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	(b)(6)@state.gov>
<b>Subject:</b>	Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza
<b>Date:</b>	Mon, 14 Feb 2022 21:14:39 +0000

Okay, sounds good. I was thinking of waiting until May or so but maybe I'll try to hit you up during one of our upcoming admin Wednesdays.

(b)(6)

FSI - Arabic Language Student

(b)(6) cell)

**From:** (b)(6)@state.gov>

**Sent:** Monday, February 14, 2022 3:56 PM

**To:** (b)(6)@state.gov>

**Subject:** RE: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

How wonderful that you will be out there and a POC for us! Happy to meet up. Send me a cal invite when you want to get together. Looking forward to it (b)(6)

---

**From:** (b)(6)@state.gov>

**Sent:** Monday, February 14, 2022 3:43 PM

**To:** (b)(6)@state.gov>

**Subject:** Fw: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

(b)(6)

Seeing the below reminded me I have been remiss in not reaching out to you earlier to let you know I am headed to (b)(6) for my next tour. (b)(6)

(b)(6) If you have the time, it would be great to get together over coffee at some point later this Spring to chat about NEA and DRL and (b)(6)

Meanwhile, I hope that all is good in DRL land.

Best, (b)(6)

(b)(6)

FSI - Arabic Language Student

(b)(6) (cell)

---

**From:** U.S. Department of State <usstatebpa@public.govdelivery.com>

**Sent:** Monday, February 14, 2022 2:37 PM

**To:** (b)(6)@state.gov>

**Subject:** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

OBTAINED BY AMERICAN OVERSIGHT THROUGH LITIGATION

You are subscribed to Democracy, Human Rights, and Labor for U.S. Department of State. This information has recently been updated, and is now available.

## **DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza**

02/14/2022 02:23 PM EST

Bureau of Democracy, Human Rights, and Labor

### **United States Department of State**

### **Bureau of Democracy, Human Rights and Labor (DRL)**

**Notice of Funding Opportunity (NOFO):** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

This is the announcement of funding opportunity number **SFOP0008613**

**Catalog of Federal Domestic Assistance Number:** 19.345

**Type of Solicitation:** Open Competition

**Application Deadline:** 11:59 PM EST on WEDNESDAY, APRIL 13, 2022

**Total Funding Floor:** \$493,827

**Total Funding Ceiling:** \$987,654

**Anticipated Number of Awards:** 1 – 2

**Type of Award:** Grant or Cooperative Agreement

**Period of Performance:** 18 – 36 months

**Anticipated Time to Award, Pending Availability of Funds:** 5 – 7 months

## **A. Project Description**

The U.S. Department of State, Bureau of Democracy, Human Rights, and Labor (DRL) announces an open competition for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza. Program activities should focus on enabling independent civil society in Israel and the West Bank and Gaza to: collect, archive, and maintain human rights documentation to support justice and accountability and civil society-led advocacy efforts, which may include documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.

A successful program design will demonstrate flexibility to adapt to changes in the operational context as needed. Organizations may propose activities in both Israel and the West Bank/Gaza or propose activities specific to each area.

Innovative ideas for working in a difficult environment – particularly best practices adapted from lessons learned – are welcome. Proposals that include local organizations as the lead implementer or as substantial program partners are strongly encouraged and will be viewed favorably. Applicants should take a tailored approach to ensure in-depth and comprehensive support to participating NGOs, including personal, digital, and physical security where needed.

DRL is conscious of the ever-changing security situation in the broader NEA region. With this in mind, applicants are required to submit a detailed contingency plan and risk assessment in order to demonstrate situational awareness and preparedness. Risk assessment and contingency plan documents must address safety and contingency for in-person events and recruitment for said events, processes for receiving and disbursing funds, as well as means to secure online programs or communications.

A proven ability to implement programs in Israel and the West Bank and Gaza must be demonstrated. As part of the proposal narrative, or as an annex to the proposal submission, applicants are encouraged to submit lessons

learned from past programming that demonstrate how the implementer has safely operated and responded to challenges, learning from both successes and failures, in the intended operating environment. All programs should aim to have impact that leads to reforms and should have the potential for sustainability beyond DRL resources. DRL's preference is to avoid duplicating past efforts by supporting new and creative approaches. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. DRL is committed to advancing equity and support for underserved and underrepresented communities. Programs should seek strategies for integration and inclusion of individuals/organizations/beneficiaries that can bring perspectives based on their religion, sex, disability, race, ethnicity, sexual orientation, gender identity, gender expression, sex characteristics, national origin, age, genetic information, marital status, parental status, pregnancy, political affiliation, or veteran's status. Programs should be demand-driven and locally led to the extent possible. DRL requires all programs to be non-discriminatory and expects implementers to include strategies for nondiscrimination of individuals/organizations/beneficiaries based on race, color, religion, sex, gender identity, gender expression, sex characteristics, sexual orientation, pregnancy, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project, with adjustments made as necessary;
- Inclusion of vulnerable populations;
- Joint identification and definition of key concepts with relevant stakeholders and stakeholder input into project activities;
- Systematic follow up with beneficiaries at specific intervals after the completion of activities to track how beneficiaries are retaining new knowledge as well as applying their new skills.

Activities that are **not** typically allowed include, but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;
- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;
- Micro-loans or similar small business development initiatives;
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

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

## B. Federal Award Information

Primary organizations can submit 1 application in response to the NOFO.

The U.S. government may: (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, and (d) waive irregularities in applications received.

The U.S. government may make award(s) on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The U.S. government reserves the right (though it is under no obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the project description, budget, or other aspects of an application.

DRL anticipates awarding either a grant or cooperative agreement depending on the needs and risk factors of the program. The final determination on award mechanism will be made by the Grants Officer. The distinction between grants and cooperative agreements revolves around the existence of "substantial involvement." Cooperative agreements require greater Federal government participation in the project. If a cooperative agreement is awarded, DRL will undertake reasonable and programmatically necessary substantial involvement. Examples of substantial involvement can include, but are not limited to:

- Active participation or collaboration with the recipient in the implementation of the award;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-awards or contracts beyond existing Federal policy;
- Approval of the recipient's budget or plan of work prior to the award.

The authority for this funding opportunity is found in the Foreign Assistance Act of 1961, as amended (FAA). To maximize the impact and sustainability of the award(s) that result from this NOFO, DRL retains the right to execute non-competitive continuation amendment(s). The total duration of any award, including potential non-competitive continuation amendments, shall not exceed 54 months, or four and a half years. Any non-competitive continuation is contingent on performance and **pending availability of funds**. A non-competitive continuation is not guaranteed, and the Department of State reserves the right to exercise or not to exercise this option.

## C. Eligibility Information

**For application information, please see the proposal submission instructions (PSI), updated December 2021 on our website.**

### C.1 Eligible Applicants

DRL welcomes applications from U.S.-based and foreign-based non-profit organizations/nongovernment organizations (NGO) and public international organizations; private, public, or state institutions of higher education; and for-profit organizations or businesses. DRL's preference is to work with non-profit entities; however, there may be some occasions when a for-profit entity is best suited.

Applications submitted by for-profit entities may be subject to additional review following the panel selection process. Additionally, the Department of State prohibits profit to for-profit or commercial organizations under its assistance awards. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR 30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures.

Please see 2 CFR 200.307 for regulations regarding program income.

### C.2 Cost Sharing or Matching

Providing cost sharing, matching, or cost participation is not an eligibility factor or requirement for this NOFO and providing cost share will not result in a more favorable competitive ranking.

### C.3 Other

Applicants should have existing, or the capacity to develop, active partnerships with thematic or in-country partners, entities, and relevant stakeholders, including private sector partners and NGOs, and have **demonstrable experience** in administering successful and preferably similar projects. DRL encourages applications from foreign-based NGOs headquartered in the geographic regions/countries relevant to this NOFO. Applicants may **form consortia** in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. However, one organization should be designated in the proposal as the lead applicant, with the other members designated as sub-award partners. DRL reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis.

DRL is committed to an **anti-discrimination** policy in all of its projects and activities. DRL welcomes applications irrespective of race, ethnicity, color, creed, national origin, gender, sexual orientation, gender identity, disability, or other status. DRL seeks applications that demonstrate that the recipient does not discriminate against any beneficiaries in implementation of a potential award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. This includes, for example, race, color, religion, sex (including gender identity, gender expression, sex characteristics, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status. The recipient should insert this provision, including this paragraph, in all sub-grants and contracts under a potential award.

Any applicant listed on the Excluded Parties List System in the System for Award Management (SAM.gov) ([www.sam.gov](http://www.sam.gov)) and/or has a current debt to the U.S. government is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity or person listed on the Excluded Parties List System in SAM.gov can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM.gov to ensure that no ineligible entity or person is included in their application.

## D. Application and Submission Information

### D.1 Address to Request Application Package

Applicants can find application forms, kits, or other materials needed to apply on [www.grants.gov](http://www.grants.gov) and SAMS Domestic (<https://mygrants.servicenowservices.com>) under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613." **Although solicitation details will be available via SAMS Domestic, please note that all applications in response to this NOFO must be submitted via [www.grants.gov](http://www.grants.gov).** Please contact the DRL point of contact listed in Section G if requesting reasonable accommodations for persons with disabilities or for security reasons. Please note that reasonable accommodations do not include deadline extensions.

### D.2 Content and Form of Application Submission

For all application documents, please ensure:

- All documents are in English and all costs are in U.S. Dollars. If an original document within the application is in another language, an English translation must be provided (please note the Department of State, as indicated in 2 CFR 200.111, requires that English is the official language of all award documents). If any document is provided in both English and a foreign language, the English language version is the controlling version;
- All pages are numbered, including budgets and attachments;
- All documents are formatted to 8 ½ x 11 paper; and,
- All documents are single-spaced, 12-point Times New Roman font, with 1-inch margins. Captions and footnotes may be 10-point Times New Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

## D.2.1 Application Requirements

Complete applications must include the following:

1. Completed and signed **SF-424**, **SF-424A**, and **SF-424B** Please see SF-424 instructions in Section 2B of the PSI.
2. Organizations that engage in lobbying the U.S. government, including Congress, or pay for another entity to lobby on their behalf, are also required to complete the **SF-LLL** "Disclosure of Lobbying Activities" form (**only if applicable**). Please see SF-LLL guidance in Section 2B of the PSI.
3. **Cover Page** (not to exceed one (1) page, preferably as a Word Document) that includes a table with the organization name, project title, target country/countries, project synopsis, and name and contact information for the application's main point of contact. Please see *Cover Page* Section 2C of the PSI for a template and more details.
4. **Executive Summary** (not to exceed one (1) page, preferably as a Word Document) that outlines project goals, objectives, activities, etc.
  - **The Executive Summary should include a brief section that explicitly states: (1) the problem statement addressed by the project, (2) research-based evidence justifying the unique project approach, and (3) quantifiable project outcomes and impacts.**
5. **Table of Contents** (not to exceed one (1) page, preferably as a Word Document) listing all documents and attachments with page numbers.
6. **Proposal Narrative** (not to exceed ten (10) pages, preferably as a Word Document). Please note the ten-page limit **does not include** the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget Narrative, Audit, or NICRA. Applicants are encouraged to combine multiple documents into a single Word Document or PDF (i.e. Cover Page, Table of Contents, Executive Summary, and Proposal Narrative in one file). Please see *Proposal Narrative Guidelines* in Section 2F of the PSI for more details.
  - The Proposal Narrative should demonstrate the applicant's commitment to ensuring the participation of all people as a strategy for implementation. Please integrate inclusion strategies in all sections of the Proposal Narrative to enhance programmatic impact.
7. **Budget** (preferably as an Excel workbook) that includes three (3) columns containing the request to DRL, any cost sharing contribution, and the total budget. A summary budget should also be included using the OMB-approved budget categories (see SF-424A as a sample) in a separate tab. Costs must be in U.S. Dollars. Detailed line-item budgets for sub-grantees should be included as additional tabs within the Excel workbook (if available at the time of submission). Please see *Budget Guidelines* Section 2G of the PSI for more information.
  - The programming approach should be dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Please include costs associated with this commitment in the Budget and Budget Narrative.



8. **Budget Narrative** (preferably as a Word Document) that includes substantive explanations and justifications for each line item in the detailed budget spreadsheet, as well as the source and a description of all cost-share offered. Please see *Budget Guidelines* Section 2G of the PSI for more information.
9. The organization's most recent **audit**, if applicable. This should be a single audit, program-specific audit, or other audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Please see *Audit* Section 2H of the PSI for more information.
10. **Logic Model** (preferably as a Word Document). Please see *Logic Model* Section 2I of the PSI for more information.
11. **Monitoring and Evaluation Narrative** (not to exceed four (4) pages, preferably as a Word Document). Please see *Monitoring and Evaluation Narrative* Section 2J of the PSI for more information.
  - o As stated within the DRL Guide to Program Monitoring and Evaluation (p. 6): DRL strongly encourages applicants to consider whether their monitoring and evaluation systems are utilizing human rights-based approaches, applying a gender and equity lens, or include the participation of sub-grantees and project participants. Within the Monitoring and Evaluation Narrative, applicants should demonstrate their commitment to inclusive strategies and consider whether evaluation design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. direct beneficiaries, sub-grantees). Applicants should still make adequate provisions to protect the privacy of human subjects when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols.
12. **Monitoring and Evaluation Plan** (preferably as a Word Document or Excel Sheet). Please see *Monitoring and Evaluation Plan* Section 2J of the PSI for more information.
13. **Risk Analysis** (preferably as a Word Document). Please see *Risk Analysis* Section 2K of the PSI for more information on this requirement, including Do No Harm principles and Preventing Sexual Exploitation and Abuse (PSEA) policies/plans.
14. **Key Personnel** (not to exceed two (2) pages, preferably as a Word Document). Please include short bios that highlight relevant professional experience. Given the limited space, CVs are not recommended for submission.
15. **Timeline** (not to exceed one (1) page, preferably as a Word Document or Excel Sheet). The timeline of the overall proposal should include activities, evaluation efforts, and program closeout.
16. **Gender and Inclusion Analysis** (not to exceed three (3) pages, preferably as a Word Document) that provides a concise analysis of relevant gender norms, equity and equality for underserved communities and marginalized populations, power relations, and conflict dynamics in target countries. Potential domains of analysis include institutional practices and barriers, cultural norms, gender roles, access to and control over assets and resources, and patterns of decision-making. Applicants should briefly explain how they have integrated findings from their analysis into project design and/or other proposal documents, including a plan for regularly reviewing and updating the gender and inclusion analysis with local partners/beneficiaries, and making any necessary adjustments to program implementation. A set of guiding questions can be found in Section 2L of the PSI.
17. **Security Plan** addressing any issues involving in-person events and recruitment for said events, and safety for any online programs or communications, including independent IT security audits (to include a vulnerability assessment) of any proposed web application or platform. Organization's Security Plan should demonstrate consideration of the risks identified in the submitted risk assessment. Costs may also be identified within the budget and budget narrative. Applicants are also encouraged to include contingency plans for in-person or online activities.
18. **Contingency Plan** for proposed activities should the originally planned activities not be able to be implemented. The Contingency Plan should be submitted as an additional annex. Applicants should demonstrate consideration of the risks identified in the submitted risk assessment and include specific alternative activities or locations as part of the Contingency Plan. Any proposed "plan" must comply with 2CFR200.433 – Contingency provisions. Plans must not include unallocable or unallowable expenses and must not result in a larger Total Award Value than the identified as the "competition ceiling." DRL requires prior approval by the Grants Officer of the "plan" before any activities can take place, or costs can be incurred against the "plan."

19. **Lessons Learned** (not to exceed one (1) page, preferably as a Word Document) from past programs in Israel, the West Bank, and/or Gaza that demonstrate how the implementer has safely operated and responded to programmatic challenges, learning from both successes and failures, in the operating environment. To be incorporated into the ten (10) pages allowed for "Proposal Narrative."
20. **Psychosocial Assistance** (to be incorporated into the ten (10) pages allowed for "Proposal Narrative," and into "Budget" and "Budget Narrative"). A section in the proposal, budget, and budget narrative to reflect appropriate resources and support for the psychosocial health of staff (i.e., activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).
  - o References: For reference to international guidance, please see the following: Core Humanitarian Standard Commitment 8.9 (<https://corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf>); and IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings Action Sheet 4.4 ([http://www.who.int/mental\\_health/emergencies/guidelines\\_iasc\\_mental\\_health\\_psychosocial\\_june\\_2007.pdf](http://www.who.int/mental_health/emergencies/guidelines_iasc_mental_health_psychosocial_june_2007.pdf)).

**Applications that do not include the elements listed above will be deemed technically ineligible.**

### ***D.2.2 Additional Application Documents***

Strong applications will also contain the following:

- Individual Letters of Support and/or Memorandum of Understanding. Letters of support and MOUs must be specific to the project implementation (e.g. from proposed partners or sub-award recipients) and will not count towards the page limit.

***Please refer to the Proposal Submission Instructions (PSI), updated December 2021, on DRL's website for detailed guidance on the documents above: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>. For an application checklist and sample templates please see the Resources page on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. The sample templates provided on the DRL website are suggested, but not mandatory.***

DRL reserves the right to request additional documents not included in this NOFO. Additionally, to ensure that all applications receive a balanced evaluation, the DRL review panel will review from the first page of each section up to the page limit and no further.

Note: If ultimately provided with a notification of non-binding intent to make a Federal award, applicants typically have two to three weeks to provide additional information and documents requested in the notification of intent. The deadlines may vary in each notification of intent and applicants must adhere to the stated deadline in the notification of intent.

### ***D.2.3 Additional Information Requested For Those Receiving Notification of Intent***

Successful applicants must submit, after notification of intent to make a Federal award, but prior to issuance of a Federal award:

- Written responses and revised application documents addressing conditions and recommendations from the DRL review panel;
- A copy of the applicant's latest NICRA as a PDF file, if the applicant has a NICRA and includes NICRA charges in the budget;
- A completed copy of the Department's Financial Management Survey, if receiving DRL funding for the first time;
- Submission of required documents to register in the Payment Management System managed by the Department of Health and Human Services, if receiving DRL funding for the first time (unless an exemption is provided);
- Other requested information or documents included in the notification of intent to make a Federal award or

subsequent communications prior to issuance of a Federal award;

- Applicants who submit their applications through Grants.gov will be required to create a SAMS Domestic account in order to accept the final award. Accounts must be logged into to every 60 days in order to maintain an active account.

### ***D.3 Unique Entity Identifier and System for Award Management (SAM)***

All prime organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI), formerly referred to as DUNS, and an active registration with the SAM.gov **before submitting an application**. DRL may **not** review applications from or make awards to applicants that have not completed all applicable UEI and SAM.gov requirements. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

The 2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at the time of application but will be required before the award is processed and/or directed to a sub-grantee.

***Note: The process of obtaining a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS), a Commercial and Government Entity (CAGE) code, and a UEI number prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS, but do need a NATO CAGE (NCAGE) code and UEI number prior to registering in SAM.gov.

All prime organizations must also continue to maintain active SAM.gov registration with current information at all times during which they have an active Federal award or application under consideration by a Federal award agency. SAM.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov and to maintain that active registration. If an applicant has not fully complied with the requirements at the time of application, the applicant may be deemed technically ineligible to receive an award and use that determination as a basis for making an award to another applicant.

For further guidance on the registration process, please see the SAM.gov Registration Guide on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. Please refer to 2 CFR 25.200 for additional information. Also, please refer to Section D.5 – Funding Restriction of the NOFO.

**Note: SAM.gov is not the same as SAMS Domestic. It is free to register in both systems, but the registration processes are different.**

***Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to www.SAM.gov, click "HELP" in the top navigation bar, then click "International Registrants" in the left navigation panel. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should review the website for the most up-to-date guidance.***

#### ***D.3.1 Exemptions***

An exemption from these requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status,

their employees, or individuals being served by the applicant.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least **two weeks prior to the deadline in the NOFO providing a justification of their request**. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

*Note: Foreign organizations will be required to register with the NATO Support Agency (NSPA) to receive a NCAGE code in order to register in SAM.gov. NSPA will forward your registration request to the applicable National Codification Bureau (NCB) if your organization is located in a NATO or Tier 2 Sponsored Non-NATO Nation. As of September 2021, NATO nations included Albania, Belgium, Bulgaria, Canada, Croatia, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, United Kingdom, and the United States of America. As of September 2021, Tier 2 nations included Argentina, Australia, Austria, Brazil, Colombia, Finland, India, Indonesia, Israel, Japan, Republic of Korea, Malaysia, Morocco, New Zealand, Serbia, Singapore, Sweden, Ukraine, and United Arab Emirates. NSPA and/or the appropriate NCB forwards all NCAGE code information to all Allied Committee 135 (AC/135) nations, which as of September 2021 also included Algeria, Belarus, Bosnia & Herzegovina, Brunei Darussalam, Chile, Egypt, Georgia, Jordan, Oman, Pakistan, Peru, Qatar, Saudi Arabia, South Africa, and Thailand. **All organizations are strongly advised to take this into consideration when assessing whether registration may result in possible endangerment.***

#### **D.4 Submission Dates and Times**

Applications are due no later than **11:59 PM Eastern Standard Time (EST), on WEDNESDAY, APRIL 13, 2022 on <https://www.grants.gov/>** under the announcement title “DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza,” funding opportunity number “SFOP0008613.” Grants.gov automatically logs the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Known system errors caused by Grants.gov that are outside of the applicant’s control will be reviewed on a case by case basis. Applicants should not expect a notification upon DRL receiving their application.

#### **D.5 Funding Restrictions**

DRL will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Please refer the link for Foreign Terrorist Organizations:

<https://www.state.gov/foreign-terrorist-organizations/>

Project activities whose direct beneficiaries are foreign militaries or paramilitary groups or individuals will not be considered for DRL funding given purpose limitations on funding.

In accordance with Department of State policy for terrorism, applicants are advised that successful passing of vetting to evaluate the risk that funds may benefit terrorists or their supporters is a condition of award. If chosen for an award, applicants will be asked to submit information required by DS Form 4184, Risk Analysis Information (attached to this solicitation) about their company and its principal personnel. Vetting information is also required for all sub-award performance on assistance awards identified by the Department of State as presenting a risk of terrorist financing. Vetting information may also be requested for project beneficiaries and participants. Failure to submit information when requested, or failure to pass vetting, may be grounds for rejecting your proposal prior to award.

The Leahy Law prohibits Department foreign assistance funds from supporting foreign security force units if the Secretary of State has credible information that the unit has committed a gross violation of human rights. Per 22 USC §2378d(a) (2017), "No assistance shall be furnished under this chapter or the Arms Export Control Act to any unit of the security forces of a foreign country if the Secretary of State has credible information that such unit has committed a gross violation of human rights." Restrictions may apply to any proposed assistance to police or other law enforcement. Among these, pursuant to section 620M of the Foreign Assistance Act of 1961, as amended (FAA), no assistance provided through this funding opportunity may be furnished to any unit of the security forces of a foreign country when there is credible information that such unit has committed a gross violation of human rights. In accordance with the requirements of section 620M of the FAA, also known as the Leahy law, project beneficiaries or participants from a foreign government's security forces may need to be vetted by the Department before the provision of any assistance. If a proposed grant or cooperative agreement will provide assistance to foreign security forces or personnel, compliance with the Leahy Law is required.

U.S. foreign assistance for Burma or Burmese beneficiaries is subject to restrictions. This includes restrictions, pursuant to section 7043(a)(3) of the Department of State, Foreign Operations, and Related Programs Appropriations Act, 2020 (Div. G, P.L. 116-94)(SFOAA), on funds appropriated under title III of the act for assistance for Burma. Section 7043(a)(3) provides that such funds "may not be made available to any organization or entity controlled by the armed forces of Burma, or to any individual or organization that advocates violence against ethnic or religious groups or individuals in Burma, as determined by the Secretary of State." In addition, funds cannot be made available to any individual or organization that has committed serious human rights abuse.

Organizations should be cognizant of these restrictions when developing project proposals as these restrictions will require appropriate due diligence of program beneficiaries and collaboration with DRL to ensure compliance with these restrictions. Program beneficiaries subject to due diligence vetting will include any individuals or entities that are beneficiaries of foreign assistance funding or support. Due diligence vetting will include a review of open-source materials.

Federal awards generally will not allow reimbursement of pre-award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis. Generally, construction costs are not allowed under DRL awards. For additional information, please see the DRL Proposal Submission Instructions (PSI) for Applications: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

## ***D.6 Application Submission***

**All application submissions must be made electronically via [www.grants.gov](http://www.grants.gov). Please note that the Grants.gov registration process can take ten (10) business days or longer, even if all registration steps are completed in a timely manner.**

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov. Applicants are required to document that the application has been received by Grants.gov in its entirety. DRL bears no responsibility for disqualification that result from applicants not being registered before the due date, for system errors in Grants.gov, or other errors in the application process. Additionally, applicants must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully. Faxed, couriered, or emailed documents will not be accepted. Reasonable accommodations may, in appropriate circumstances, be provided to applicants with disabilities or for security reasons. Applicants must follow all formatting instructions in the applicable NOFO and these instructions.

DRL encourages organizations to submit applications during normal business hours (Monday – Friday, 9:00AM-5:00PM Eastern Standard Time (EST)). If an applicant experiences technical difficulties and has contacted the appropriate helpdesk but is not receiving timely assistance (e.g. if you have not received a response

within 48 hours of contacting the helpdesk), you may contact the DRL point of contact listed in the NOFO in Section G. The point of contact may assist in contacting the appropriate helpdesk.

*Note: The Grants Officer will determine technical eligibility of all applications.*

### **Grants.gov Applications:**

Please be advised that completing all the necessary registration steps for obtaining a username and password from Grants.gov **can take ten (10) business days or longer.**

Please refer to the Grants.gov website for definitions of various "application statuses" and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from Grants.gov upon the successful submission of an application. Validation of an electronic submission via Grants.gov can take up to two business days. Additionally, organizations **must** remember to save a screenshot of the checklist showing all documents submitted in case any document fails to upload successfully.

### **Grants.gov Helpdesk:**

For assistance with Grants.gov, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

See <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/> for a list of federal holidays.

## **E. Application Review Information**

### **E.1 Proposal Review Criteria**

The DRL review panel will evaluate each application individually against the following criteria, listed below in order of importance, and not against competing applications. Please use the below criteria as a reference, but **do not structure your application according to the sub-sections.**

#### Quality of Project Idea

Applications should be responsive to the program framework and policy objectives identified in the NOFO, appropriate in the country/regional context, and should exhibit originality, substance, precision, and relevance to DRL's mission of promoting human rights and democracy. Projects should have the potential to have an immediate impact leading to long-term, sustainable reforms. DRL prefers new approaches that do not duplicate efforts by other entities. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. In countries where similar activities are already taking place, an explanation should be provided as to how new activities will not duplicate or merely add to existing activities and how these efforts will be coordinated. Proposals that promote creative approaches to recognized ongoing challenges are highly encouraged. DRL prioritizes project proposals with inclusive approaches for advancing these rights.

#### Project Planning/Ability to Achieve Objectives

A strong application will include a clear articulation of how the proposed project activities contribute to the overall project objectives, and each activity will be clearly developed and detailed. A comprehensive monthly work plan should demonstrate substantive undertakings and the logistical capacity of the organization. Objectives should be ambitious yet measurable, results-focused and achievable in a reasonable timeframe. A complete application must include a Logic Model to demonstrate how the project activities will have an impact on its proposed objectives. The Logic Model should match the objectives, outcomes, key activities, and outputs described in the narrative. Applications should address how the project will engage relevant stakeholders and should identify local partners as appropriate.

If local partners have been identified, DRL strongly encourages applicants to submit letters of support from proposed in-country partners. Additionally, applicants should describe the division of labor among the direct

applicant and any local partners. If applicable, applications should identify target geographic areas for activities, target participant groups or selection criteria for participants, and the specific roles of sub-awardees, among other pertinent details.

DRL recognizes that all programs have some level of risk due to internal/external variables that have the potential to adversely affect a program. Risk management should address how the program design incorporates the identification, assessment, and management of key risk factors. DRL will review the Risk Analysis based on the organization's ability to identify risks that could have an impact on the overall program as well as how the organization will manage these risks.

#### Institution's Record and Capacity

DRL will consider the past performance of prior recipients and the demonstrated potential of new applicants. Applications should demonstrate an institutional record of successful democracy and human rights programs, including responsible fiscal management and full compliance with all reporting requirements for past grants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's objectives. Projects should have potential for continued funding beyond DRL resources.

#### Addressing Barriers to Equal Participation

DRL strives to ensure its projects advance the rights and uphold the dignity of all persons. As the U.S. government's lead bureau dedicated to promoting democratic governance, DRL requests a programming approach dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Discrimination, violence, inequity, and inequality targeting any members of society undermines collective security and threatens democracy. DRL prioritizes inclusive and integrated program models that assess and address the barriers to access for individuals and groups based on their race, ethnicity, religion, income, geography, gender identity, sexual orientation, or disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Applicants should describe how programming will impact all of its beneficiaries, including support for underserved and underrepresented communities. This approach should be an integral part of both the concept and explicit design, and implementation of all proposed project activities, objectives, and monitoring. Strong proposals will provide specific analysis, measures, and corresponding targets as appropriate. Stakeholders shall identify the difference between opportunities and barriers to access, and design programs accordingly to not perpetuate these inequalities, but rather enhance programmatic impact by including all people in society. The goal of this approach is to bring communities and those in power together in support of more stable and secure societies.

#### Cost Effectiveness

DRL strongly encourages applicants to clearly demonstrate project cost-effectiveness in their application, including examples of leveraging institutional and other resources. However, cost-sharing or other examples of leveraging other resources are not required. Inclusion of cost-sharing in the budget does not result in additional points awarded during the review process. Budgets should have low and/or reasonable overhead and administration costs, and applicants should provide clear explanations and justifications for these costs in relation to the work involved. All budget items should be clearly explained and justified to demonstrate necessity, appropriateness, and connection to the project objectives.

*Please note: If cost share is included in the budget, the recipient must maintain written records to support all allowable costs that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such records are subject to audit. In the event the recipient does not meet the minimum amount of cost-sharing as stipulated in the recipient's budget, DRL's contribution may be reduced in proportion to the recipient's contribution.*

#### Multiplier Effect/Sustainability

Applications should clearly delineate how elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect will have an impact beyond the direct beneficiaries of the grant

(e.g. participants trained under a grant go on to train other people; workshop participants use skills from a workshop to enhance a national level election that affects the entire populace). A strong sustainability plan may include demonstrating continuing impact beyond the life of a project or garnering other donor support after DRL funding ceases.

### Project Monitoring and Evaluation

Complete applications will include a detailed M&E Narrative and M&E Plan, which detail how the project's progress will be monitored and evaluated. Incorporating well-designed monitoring and evaluation processes into a project is an efficient method for documenting the change (intended and unintended) that a project seeks. Applications should demonstrate the capacity to provide objectives with measurable outputs and outcomes.

The quality of the M&E sections will be judged on the narrative explaining how both monitoring and evaluation will be carried out and who will be responsible for those related activities. The M&E Narrative should explain how an external evaluation will be incorporated into the project implementation plan or how the project will be systematically assessed in the absence of one. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the narrative.

The output and outcome-based performance indicators should not only be separated by project objectives but also should match the objectives, outcomes, and outputs detailed in the Logic Model and Proposal Narrative.

Performance indicators should be clearly defined (i.e., explained how the indicators will be measured and reported) either within the table or with a separate Performance Indicator Reference Sheet (PIRS). For each performance indicator, the table should also include baselines and quarterly and cumulative targets, data collection tools, data sources, types of data disaggregation, and frequency of monitoring and evaluation. There should also be metrics to capture how project activities target those who face discrimination due to their religion, gender, disabilities, ethnicity or sexual orientation and gender identity, where applicable. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the plan.

## **E.2 Review and Selection Process**

DRL strives to ensure that each application receives a balanced evaluation by a DRL review panel. The Department's Office of Acquisitions Management (AQM) will determine technical eligibility for all applications. All technically eligible applications for a given NOFO are reviewed against the same seven criteria, which include quality of project idea, project planning/ability to achieve objectives, institutional record and capacity, inclusive programming, cost effectiveness, multiplier effect/sustainability, and project monitoring and evaluation.

Additionally, the DRL review panel will evaluate how the application addresses the NOFO request, U.S. foreign policy goals, and the priority needs of DRL overall. DRL may also take into consideration the balance of the current portfolio of active projects, including geographic or thematic diversity, if needed.

In most cases, the DRL review panel includes representatives from DRL, the appropriate Department of State regional bureau (to include feedback from U.S. embassies), and U.S. Agency for International Development (USAID) (to include feedback from USAID missions). In some cases, additional panelists may participate, including from other Department of State bureaus or offices; U.S. government departments, agencies, or boards; representatives from partner governments; or representatives from entities that are in a public-private partnership with DRL. At the end of the panel's discussion about an application, the review panel votes on whether to recommend the application for approval by the DRL Assistant Secretary. If more applications are recommended for approval than DRL can ultimately fund, the review panel will rank the recommended applications in priority order for consideration by the DRL Assistant Secretary. The Grants Officer Representative (GOR) for the eventual award does not vote on the panel. All panelists must sign non-disclosure agreements and conflicts of interest agreements.



DRL review panels may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of DRL funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

## **F. Federal Award Administration Information**

### **F.1 Federal Award Notices**

DRL will provide a separate notification to applicants on the result of their applications. Successful applicants will receive a letter electronically via email requesting that the applicant respond to review panel conditions and recommendations. This notification is not an authorization to begin activities and does not constitute formal approval or a funding commitment.

Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; being registered in required systems, including the U.S. government's Payment Management System (PMS), unless an exemption is provided; and completing and providing any additional documentation requested by DRL or AQM. Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer.

The notice of Federal award signed by the Department's warranted Grants Officers is the sole authorizing document. If awarded, the notice of Federal award will be provided to the applicant's designated Authorizing Official via SAMS Domestic to be electronically counter-signed in the system.

### **F.2 Administrative and National Policy and Legal Requirements**

DRL requires all recipients of foreign assistance funding to comply with all applicable Department and Federal laws and regulations, including but not limited to the following:

The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards set forth in 2 CFR Chapter 200 (Sub-Chapters A through F) shall apply to all non-Federal entities, except for assistance awards to Individuals and Foreign Public Entities. Sub-Chapters A through E shall apply to all foreign organizations, and Sub-Chapters A through D shall apply to all U.S. and foreign for-profit entities. The applicant/recipient of the award and any sub-recipient under the award must comply with all applicable terms and conditions, in addition to the assurance and certifications made part of the Notice of Award. The Department's Standard Terms and Conditions can be viewed at <https://www.state.gov/about-us-office-of-the-procurement-executive/>.

Additionally, DRL supports implementation of the Women Peace and Security Act of 2017, which highlights the U.S. commitment to the meaningful participation of women in conflict prevention, management, and resolution.

For additional information, please refer to the following link: <https://www.congress.gov/bill/115th-congress/senate-bill/1141>.

Due to the determination made under the Trafficking Victims Protection Act (TVPA) for FY 2021, assistance that benefits the governments of the following countries may be subject to a restriction under the TVPA. The Department of State determines on a case-by-case basis what constitutes assistance to a government; the general principles listed below apply.

Assistance to the government includes:

- All branches of government (executive, legislative, judicial) at all levels (national, regional, local);
- Public schools, universities, hospitals, and state-owned enterprises, as well as government employees;

- Cash, training, equipment, services, or other assistance provided directly to the government, assistance provided to an NGO or other implementer for the benefit of the government, and assistance to government employees.

Additional requirements may be included depending on the content of the program.

### **F.3 Reporting**

Applicants should be aware that DRL awards will require that all reports (financial and progress) are uploaded to the grant file in SAMS Domestic on a quarterly basis. The Federal Financial Report (FFR or SF-425) is the required form for the financial reports and must be submitted in PMS, as well as a copy from PMS then uploaded to the grant file in SAMS Domestic. The progress reports uploaded to the grant file in SAMS Domestic must include a narrative as described below and Project Indicators (or other mutually agreed upon format approved by the Grants Officer) for the F Framework indicators. The F Framework indicators will be reviewed and negotiated during the final stages of issuing an award.

Narrative progress reports should reflect the focus on measuring the project's impact on the overarching objectives and should be compiled according to the objectives, outcomes, and outputs as outlined in the award's Scope of Work (SOW) and in the Monitoring & Evaluation Narrative. An assessment of the overall project's impact should be included in each progress report. Where relevant, progress reports should include the following sections:

- Relevant contextual information (limited);
- Explanation and evaluation of significant activities of the reporting period and how the activities reflect progress toward achieving objectives, including meeting benchmarks/targets as set in the M&E Plan. In addition, attach the M&E Plan, comparing the target and actual numbers for the indicators;
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and agendas, participant surveys, photos, manuals, etc.) as separate attachments;
- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and a corrective action plan with an updated timeline of activities;
- Reasons why established goals were not met;
- Data for the required F Framework indicator(s) for the quarter as well as aggregate data by fiscal year;
- Program Indicators or other mutually agreed upon format approved by the Grants Officer;
- Proposed activities for the next quarter; and,
- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

**Foreign Assistance Data Review:** As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

A final narrative and financial report must also be submitted within 120 days after the expiration of the award.

Please note: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipient's ability to receive future U.S. government funds. DRL reserves the right to request any additional programmatic and/or financial project information during the award period.

## G. Contact Information

For technical submission questions related to this NOFO, please contact [DRL-NEAProgramInfo@state.gov](mailto:DRL-NEAProgramInfo@state.gov). For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

For a list of federal holidays visit:

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

Except for technical submission questions, during the NOFO period U.S. Department of State staff in Washington and overseas shall not discuss this competition with applicants until the entire proposal review process has been completed and rejection and approval letters have been transmitted.

## H. Other Information

Applicants should be aware that DRL understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DRL cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

The information in this NOFO and "Proposal Submission Instructions for Applications" is binding and may not be modified by any DRL representative. Explanatory information provided by DRL that contradicts this language will not be binding. Issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. government. DRL reserves the right to reduce, revise, or increase proposal budgets.

This NOFO will appear on [www.grants.gov](http://www.grants.gov), [SAMS Domestic](#), and DRL's website <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

[Background Information on DRL and General DRL Funding](#)

DRL has the mission of promoting democracy and protecting human rights globally. DRL supports projects that uphold democratic principles, support and strengthen democratic institutions, promote human rights, prevent atrocities, combat and prevent violent extremism, and build civil society around the world. DRL typically focuses its work in countries with egregious human rights violations, where democracy and human rights advocates are under pressure and where governments are undemocratic or in transition.

Additional background information on DRL and its efforts can be found on <https://www.state.gov/bureaus-offices/under-secretary-for-civilian-security-democracy-and-human-rights/bureau-of-democracy-human-rights-and-labor/>.

---

Stay connected with the State Department:



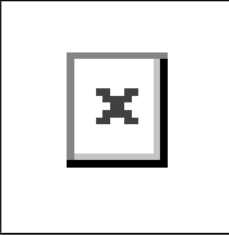
---

External links found in this content or on Department of State websites that go to other non-Department websites should not be construed as an endorsement of the views or privacy policies contained therein.

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems

with the subscription service, please contact [subscriberhelp.govdelivery.com](mailto:subscriberhelp.govdelivery.com).

This email was sent to baldwinpr@state.gov using GovDelivery Communications Cloud on behalf of: U.S. Department of State · 2201 C Street NW · Washington, DC 20520



Sender: (b)(6)@state.gov>  
Recipient: (b)(6)@state.gov>

RETAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>  
**To:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>; (b)(6)@state.gov  
**Subject:** Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza  
**Date:** Mon, 7 Mar 2022 12:51:09 +0000

Certainly. But notice I am on leave next week (as of now. That might change)

**From:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>

**Sent:** Monday, March 7, 2022 2:50:15 PM

**To:** (b)(6)@state.gov>; (b)(6) (Tel Aviv) <(b)(6)@state.gov>

**Subject:** Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

of course!

**From:** (b)(6)@state.gov>

**Sent:** Monday, March 7, 2022 2:49 PM

**To:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>; (b)(6) (Tel Aviv) <(b)(6)@state.gov>

**Subject:** Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Maybe the 2<sup>nd</sup> half of this week I can circle back, but it's unlikely that I'd be able to give much more information or background on this since DRL wasn't able to give much to (b)(6). Cool that so many folks are interested and if they can join forces that would be amazing. Happy to email

(b)(6) later this week if i'm not occupied w/ (b)(6) visit.

(b)(6) on a related note I asked (b)(6) if he wasn't to do an (b)(5)

(b)(5)

**From:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>

**Sent:** Monday, March 7, 2022 2:37 PM

**To:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>; (b)(6)@state.gov>

**Subject:** Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Thanks

(b)(5); (b)(6) (b)(5); (b)(6)

**From:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>

**Sent:** Monday, March 7, 2022 2:35 PM

**To:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>; (b)(6)@state.gov>

**Subject:** Re: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Funny (b)(6) told me (b)(6) Anyways, we connected (b)(6) with the relevant person at the state department to discuss this. She cannot provide too much info though.

**From:** (b)(6) (Tel Aviv) <(b)(6)@state.gov>

**Sent:** Monday, March 7, 2022 2:14 PM

To: (b)(6)@state.gov; (b)(6) (Tel Aviv) (b)(6)@state.gov  
Subject: Fw: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

Let me know when we can have a few minutes to discuss the NOFO below. (b)(5); (b)(6)

(b)(5); (b)(6)

From: U.S. Department of State <usstatebpa@public.govdelivery.com>

Sent: Monday, February 14, 2022 9:37 PM

To: (b)(6) (Tel Aviv) (b)(6)@state.gov

Subject: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

are subscribed to Democracy, Human Rights, and Labor for U.S. Department of State. This information has recently updated, and is now available.

## **DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza**

4/2022 02:23 PM EST

Bureau of Democracy, Human Rights, and Labor

### **United States Department of State Bureau of Democracy, Human Rights and Labor (DRL)**

**Notice of Funding Opportunity (NOFO):** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

This is the announcement of funding opportunity number **SFOP0008613**

**Dialog of Federal Domestic Assistance Number:** 19.345

**Mode of Solicitation:** Open Competition

**Application Deadline:** 11:59 PM EST on WEDNESDAY, APRIL 13, 2022

**Minimum Funding Floor:** \$493,827

**Maximum Funding Ceiling:** \$987,654

**Anticipated Number of Awards:** 1 – 2

**Mode of Award:** Grant or Cooperative Agreement

**Period of Performance:** 18 – 36 months

**Anticipated Time to Award, Pending Availability of Funds:** 5 – 7 months

## **Project Description**

The U.S. Department of State, Bureau of Democracy, Human Rights, and Labor (DRL) announces an open competition for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza.

Program activities should focus on enabling independent civil society in Israel and the West Bank and Gaza to: collect, analyze, and maintain human rights documentation to support justice and accountability and civil society-led advocacy efforts, which may include documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.

A successful program design will demonstrate flexibility to adapt to changes in the operational context as needed.

Organizations may propose activities in both Israel and the West Bank/Gaza or propose activities specific to each area.

Innovative ideas for working in a difficult environment – particularly best practices adapted from lessons learned – are encouraged.

Proposals that include local organizations as the lead implementer or as substantial program partners are strongly encouraged and will be viewed favorably. Applicants should take a tailored approach to ensure in-depth and

prehensive support to participating NGOs, including personal, digital, and physical security where needed. DRL is conscious of the ever-changing security situation in the broader NEA region. With this in mind, applicants are required to submit a detailed contingency plan and risk assessment in order to demonstrate situational awareness and preparedness. Risk assessment and contingency plan documents must address safety and contingency for in-person events and recruitment for said events, processes for receiving and disbursing funds, as well as means to secure online programs or communications.

Proven ability to implement programs in Israel and the West Bank and Gaza must be demonstrated. As part of the proposal narrative, or as an annex to the proposal submission, applicants are encouraged to submit lessons learned from programming that demonstrate how the implementer has safely operated and responded to challenges, learning from successes and failures, in the intended operating environment.

Programs should aim to have impact that leads to reforms and should have the potential for sustainability beyond DRL resources. DRL's preference is to avoid duplicating past efforts by supporting new and creative approaches. This does not preclude from consideration projects that improve upon or expand existing successful projects in a new and complementary manner. DRL is committed to advancing equity and support for underserved and underrepresented communities. Programs should seek strategies for integration and inclusion of individuals/organizations/beneficiaries that can bring perspectives based on their religion, sex, disability, race, ethnicity, sexual orientation, gender identity, gender expression, sex characteristics, national origin, age, genetic information, marital status, parental status, pregnancy, political affiliation, or veteran's status. Programs should be demand-driven and locally led to the extent possible. DRL requires all programs to be non-discriminatory and expects implementers to include strategies for nondiscrimination of individuals/organizations/beneficiaries based on race, color, religion, sex, gender identity, gender expression, sex characteristics, sexual orientation, pregnancy, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project with adjustments made as necessary;
- Inclusion of vulnerable populations;
- Joint identification and definition of key concepts with relevant stakeholders and stakeholder input into project activities;
- Systematic follow up with beneficiaries at specific intervals after the completion of activities to track how beneficiaries are retaining new knowledge as well as applying their new skills.

Activities that are **not** typically allowed include, but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;
- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;

- Micro-loans or similar small business development initiatives;
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

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

## Federal Award Information

Any organizations can submit 1 application in response to the NOFO.

The U.S. government may: (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, and (d) waive irregularities in applications received.

The U.S. government may make award(s) on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The U.S. government reserves the right (though it is under no obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the project description, budget, or other aspects of an application.

DRL anticipates awarding either a grant or cooperative agreement depending on the needs and risk factors of the program. The final determination on award mechanism will be made by the Grants Officer. The distinction between grants and cooperative agreements revolves around the existence of "substantial involvement." Cooperative agreements require a higher level of Federal government participation in the project. If a cooperative agreement is awarded, DRL will undertake a higher level of substantial involvement. Examples of substantial involvement can include, but are not limited to:

- Active participation or collaboration with the recipient in the implementation of the award;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-awards or contracts beyond existing Federal policies;
- Approval of the recipient's budget or plan of work prior to the award.

The authority for this funding opportunity is found in the Foreign Assistance Act of 1961, as amended (FAA).

To maximize the impact and sustainability of the award(s) that result from this NOFO, DRL retains the right to execute non-competitive continuation amendment(s). The total duration of any award, including potential non-competitive continuation amendments, shall not exceed 54 months, or four and a half years. Any non-competitive continuation is contingent on program performance and **pending availability of funds**. A non-competitive continuation is not guaranteed, and the Department reserves the right to exercise or not to exercise this option.

## Eligibility Information

**For more application information, please see the proposal submission instructions (PSI), updated December 2021 on the website.**

### *Eligible Applicants*

DRL welcomes applications from U.S.-based and foreign-based non-profit organizations/nongovernment organizations (NGOs) and public international organizations; private, public, or state institutions of higher education; and for-profit organizations or businesses. DRL's preference is to work with non-profit entities; however, there may be some occasions when a for-profit entity is best suited.



Applications submitted by for-profit entities may be subject to additional review following the panel selection process. Additionally, the Department of State prohibits profit to for-profit or commercial organizations under its assistance award. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR 31.30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures. Please see 2 CFR 200.307 for regulations regarding program income.

## **Cost Sharing or Matching**

Providing cost sharing, matching, or cost participation is not an eligibility factor or requirement for this NOFO and providing cost share will not result in a more favorable competitive ranking.

## **Other**

Applicants should have existing, or the capacity to develop, active partnerships with thematic or in-country partners, entities, and other relevant stakeholders, including private sector partners and NGOs, and have **demonstrable experience** in administering successful and preferably similar projects. DRL encourages applications from foreign-based NGOs headquartered in the geographic regions/countries relevant to this NOFO. Applicants may **form consortia** in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. However, one organization should be designated in the proposal as the lead applicant, with the other members designated as sub-awardees or partners. DRL reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis. DRL is committed to an **anti-discrimination** policy in all of its projects and activities. DRL welcomes applications from applicants of every perspective of race, ethnicity, color, creed, national origin, gender, sexual orientation, gender identity, disability, or other characteristics. DRL seeks applications that demonstrate that the recipient does not discriminate against any beneficiaries in the implementation of a potential award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. This includes, for example, race, color, religion, sex (including gender identity, gender expression, sex characteristics, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status. The recipient should insert this provision, including this paragraph, in all sub-grants and contracts under a potential award.

An applicant listed on the Excluded Parties List System in the System for Award Management (SAM.gov) ([www.sam.gov](http://www.sam.gov)) or who has a current debt to the U.S. government is not eligible to apply for an assistance award in accordance with the FAR guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity or person listed on the Excluded Parties List System in SAM.gov can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM.gov to ensure that no ineligible entity or person is included in their application.

## **Application and Submission Information**

### **Address to Request Application Package**

Applicants can find application forms, kits, or other materials needed to apply on [www.grants.gov](http://www.grants.gov) and SAMS Domestic Applications (<https://mygrants.servicenowservices.com>) under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613." **Although solicitation**

ails will be available via **SAMS Domestic**, please note that all applications in response to this NOFO must be submitted via [www.grants.gov](http://www.grants.gov). Please contact the DRL point of contact listed in Section G if requesting reasonable accommodations for persons with disabilities or for security reasons. Please note that reasonable accommodations do not include deadline extensions.

## **Content and Form of Application Submission**

All application documents, please ensure:

- All documents are in English and all costs are in U.S. Dollars. If an original document within the application is in another language, an English translation must be provided (please note the Department of State, as indicated in 22 CFR 200.111, requires that English is the official language of all award documents). If any document is provided both English and a foreign language, the English language version is the controlling version;
- All pages are numbered, including budgets and attachments;
- All documents are formatted to 8 ½ x 11 paper; and,
- All documents are single-spaced, 12-point Times New Roman font, with 1-inch margins. Captions and footnotes must be 10-point Times New Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

## **2.1 Application Requirements**

Complete applications must include the following:

1. Completed and signed **SF-424**, **SF-424A**, and **SF-424B**. Please see SF-424 instructions in Section 2B of the PSI.
2. Organizations that engage in lobbying the U.S. government, including Congress, or pay for another entity to lobby on their behalf, are also required to complete the **SF-LLL** "Disclosure of Lobbying Activities" form (**only if applicable**). Please see SF-LLL guidance in Section 2B of the PSI.
3. **Cover Page** (not to exceed one (1) page, preferably as a Word Document) that includes a table with the organization name, project title, target country/countries, project synopsis, and name and contact information for the application main point of contact. Please see *Cover Page* Section 2C of the PSI for a template and more details.
4. **Executive Summary** (not to exceed one (1) page, preferably as a Word Document) that outlines project goals, objectives, activities, etc.
  - **The Executive Summary should include a brief section that explicitly states: (1) the problem statement addressed by the project, (2) research-based evidence justifying the unique project approach, and (3) quantifiable project outcomes and impacts.**
5. **Table of Contents** (not to exceed one (1) page, preferably as a Word Document) listing all documents and attachments with page numbers.
6. **Proposal Narrative** (not to exceed ten (10) pages, preferably as a Word Document). Please note the ten-page limit **does not include** the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget Narrative, Audit, or NICRA. Applicants are encouraged to combine multiple documents into a single Word Document or PDF (i.e. Cover Page, Table of Contents, Executive Summary, and Proposal Narrative in one file). Please see *Proposal Narrative Guidelines* in Section 2F of the PSI for more details.
  - The Proposal Narrative should demonstrate the applicant's commitment to ensuring the participation of all people as a strategy for implementation. Please integrate inclusion strategies in all sections of the Proposal Narrative to enhance programmatic impact.
7. **Budget** (preferably as an Excel workbook) that includes three (3) columns containing the request to DRL, any costs

sharing contribution, and the total budget. A summary budget should also be included using the OMB-approved budget categories (see SF-424A as a sample) in a separate tab. Costs must be in U.S. Dollars. Detailed line-item budgets for sub-grantees should be included as additional tabs within the Excel workbook (if available at the time of submission). Please see *Budget Guidelines* Section 2G of the PSI for more information.

- The programming approach should be dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Please include costs associated with this commitment in the Budget and Budget Narrative.

8. **Budget Narrative** (preferably as a Word Document) that includes substantive explanations and justifications for each line item in the detailed budget spreadsheet, as well as the source and a description of all cost-share offered. Please see *Budget Guidelines* Section 2G of the PSI for more information.

9. The organization's most recent **audit**, if applicable. This should be a single audit, program-specific audit, or other audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Please see *Audit* Section 2H of the PSI for more information.

10. **Logic Model** (preferably as a Word Document). Please see *Logic Model* Section 2I of the PSI for more information.

11. **Monitoring and Evaluation Narrative** (not to exceed four (4) pages, preferably as a Word Document). Please see *Monitoring and Evaluation Narrative* Section 2J of the PSI for more information.

- As stated within the DRL Guide to Program Monitoring and Evaluation (p. 6): DRL strongly encourages applicants to consider whether their monitoring and evaluation systems are utilizing human rights-based approaches, applying a gender and equity lens, or include the participation of sub-grantees and project participants. Within the Monitoring and Evaluation Narrative, applicants should demonstrate their commitment to inclusive strategies and consider whether evaluation design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. direct beneficiaries and sub-grantees). Applicants should still make adequate provisions to protect the privacy of human subjects when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols.

12. **Monitoring and Evaluation Plan** (preferably as a Word Document or Excel Sheet). Please see *Monitoring and Evaluation Plan* Section 2J of the PSI for more information.

13. **Risk Analysis** (preferably as a Word Document). Please see *Risk Analysis* Section 2K of the PSI for more information on this requirement, including Do No Harm principles and Preventing Sexual Exploitation and Abuse (PSEA) policies/plans.

14. **Key Personnel** (not to exceed two (2) pages, preferably as a Word Document). Please include short bios that highlight relevant professional experience. Given the limited space, CVs are not recommended for submission.

15. **Timeline** (not to exceed one (1) page, preferably as a Word Document or Excel Sheet). The timeline of the overall proposal should include activities, evaluation efforts, and program closeout.

16. **Gender and Inclusion Analysis** (not to exceed three (3) pages, preferably as a Word Document) that provides a concise analysis of relevant gender norms, equity and equality for underserved communities and marginalized populations, power relations, and conflict dynamics in target countries. Potential domains of analysis include institutional practices and barriers, cultural norms, gender roles, access to and control over assets and resources and patterns of decision-making. Applicants should briefly explain how they have integrated findings from their analysis into project design and/or other proposal documents, including a plan for regularly reviewing and updating the gender and inclusion analysis with local partners/beneficiaries, and making any necessary adjustments to program implementation. A set of guiding questions can be found in Section 2L of the PSI.

17. **Security Plan** addressing any issues involving in-person events and recruitment for said events, and safety for all online programs or communications, including independent IT security audits (to include a vulnerability assessment of any proposed web application or platform). Organization's Security Plan should demonstrate consideration of the

risks identified in the submitted risk assessment. Costs may also be identified within the budget and budget narrative. Applicants are also encouraged to include contingency plans for in-person or online activities.

8. **Contingency Plan** for proposed activities should the originally planned activities not be able to be implemented. Contingency Plan should be submitted as an additional annex. Applicants should demonstrate consideration of the risks identified in the submitted risk assessment and include specific alternative activities or locations as part of the Contingency Plan. Any proposed "plan" must comply with 2CFR200.433 – Contingency provisions. Plans must not include unallocable or unallowable expenses and must not result in a larger Total Award Value than the identified "competition ceiling." DRL requires prior approval by the Grants Officer of the "plan" before any activities can take place, or costs can be incurred against the "plan."
9. **Lessons Learned** (not to exceed one (1) page, preferably as a Word Document) from past programs in Israel, the West Bank, and/or Gaza that demonstrate how the implementer has safely operated and responded to program challenges, learning from both successes and failures, in the operating environment. To be incorporated into the (10) pages allowed for "Proposal Narrative."
10. **Psychosocial Assistance** (to be incorporated into the ten (10) pages allowed for "Proposal Narrative," and into "Budget" and "Budget Narrative"). A section in the proposal, budget, and budget narrative to reflect appropriate resources and support for the psychosocial health of staff (i.e., activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).
  - o References: For reference to international guidance, please see the following: Core Humanitarian Standard Commitment 8.9 (<https://corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf>) and IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings Action Sheet 4.4 ([http://www.who.int/mental\\_health/emergencies/guidelines\\_iasc\\_mental\\_health\\_psychosocial\\_june\\_2007.pdf](http://www.who.int/mental_health/emergencies/guidelines_iasc_mental_health_psychosocial_june_2007.pdf)).

Applications that do not include the elements listed above will be deemed technically ineligible.

## 2.2 Additional Application Documents

Applications will also contain the following:

- Individual Letters of Support and/or Memorandum of Understanding. Letters of support and MOUs must be specific to the project implementation (e.g. from proposed partners or sub-award recipients) and will not count towards the page limit.

**Please refer to the Proposal Submission Instructions (PSI), updated December 2021, on DRL's website for detailed guidance on the documents above: <https://www.state.gov/bureau-of-democracy-human-rights-and-programs-and-grants/>. For an application checklist and sample templates please see the Resources page on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. The sample templates provided on the website are suggested, but not mandatory.**

DRL reserves the right to request additional documents not included in this NOFO. Additionally, to ensure that all applications receive a balanced evaluation, the DRL review panel will review from the first page of each section up to the page limit and no further.

If ultimately provided with a notification of non-binding intent to make a Federal award, applicants typically have two to three weeks to provide additional information and documents requested in the notification of intent. The deadlines may vary in each notification of intent and applicants must adhere to the stated deadline in the notification of intent.

## 2.3 Additional Information Requested For Those Receiving Notification of Intent

Successful applicants must submit, after notification of intent to make a Federal award, but prior to issuance of a Federal award:

- Written responses and revised application documents addressing conditions and recommendations from the DRL review panel;
- A copy of the applicant's latest NICRA as a PDF file, if the applicant has a NICRA and includes NICRA charges in the budget;
- A completed copy of the Department's Financial Management Survey, if receiving DRL funding for the first time;
- Submission of required documents to register in the Payment Management System managed by the Department of Health and Human Services, if receiving DRL funding for the first time (unless an exemption is provided);
- Other requested information or documents included in the notification of intent to make a Federal award or subsequent communications prior to issuance of a Federal award;
- Applicants who submit their applications through Grants.gov will be required to create a SAMS Domestic account in order to accept the final award. Accounts must be logged into to every 60 days in order to maintain an active account.

### ***Unique Entity Identifier and System for Award Management (SAM)***

Prime organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI), formerly referred to as DUNS, and an active registration with the SAM.gov **before submitting an application**. DRL **will not** review applications from or make awards to applicants that have not completed all applicable UEI and SAM.gov requirements. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at the time of application but will be required before the award is processed and/or directed to a sub-grantee.

***Warning: The process of obtaining a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS), a Commercial and Government Entity (CAGE) code, and a UEI number prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS, but do need a NATO CAGE (NCAGE) code and UEI number prior to registering in SAM.gov.

Prime organizations must also continue to maintain active SAM.gov registration with current information at all times during which they have an active Federal award or application under consideration by a Federal award agency. SAM.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov and to maintain that active registration. If an applicant has not fully complied with the requirements at the time of application, the applicant may be deemed technically ineligible to receive an award and use that determination as a basis for making an award to another applicant.

For further guidance on the registration process, please see the SAM.gov Registration Guide on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. Please refer to 2 CFR 25.200 for additional information. Also refer to Section D.5 – Funding Restriction of the NOFO.

**Warning: SAM.gov is not the same as SAMS Domestic. It is free to register in both systems, but the registration**

cesses are different.

Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to [www.SAM.gov](http://www.SAM.gov), click "HELP" in the top navigation bar, then click "International Registrants" in the left navigation panel. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should review the website for the most up-to-date guidance.

## 2.1 Exemptions

Exemption from these requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least **two weeks prior to the deadline in the NOFO providing a justification of their request**. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review. *Foreign organizations will be required to register with the NATO Support Agency (NSPA) to receive a NCAGE code in order to register in SAM.gov. NSPA will forward your registration request to the applicable National Codification Bureau (NCB) if your organization is located in a NATO or Tier 2 Sponsored Non-NATO Nation. As of September 2021, NATO nations included Albania, Belgium, Bulgaria, Canada, Croatia, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Netherlands, North Macedonia, Norway, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, United Kingdom, and the United States of America. As of September 2021, Tier 2 nations included Argentina, Australia, Austria, Brazil, Colombia, Finland, India, Indonesia, Israel, Japan, Republic of Korea, Malaysia, Morocco, New Zealand, Serbia, Singapore, Sweden, Ukraine, and United Arab Emirates.*

NSPA and/or the appropriate NCB forwards all NCAGE code information to all Allied Committee 135 (AC/135) nations, which as of September 2021 also included Algeria, Belarus, Bosnia & Herzegovina, Brunei Darussalam, Chile, Egypt, Georgia, Jordan, Oman, Pakistan, Peru, Qatar, Saudi Arabia, South Africa, and Thailand. **All organizations are strongly advised to take this into consideration when assessing whether registration may result in possible endangerment.**

## Submission Dates and Times

Applications are due no later than **11:59 PM Eastern Standard Time (EST), on WEDNESDAY, APRIL 13, 2022** on <https://www.grants.gov/> under the announcement title "DRL Strengthening Human Rights and Accountability in the West Bank and Gaza," funding opportunity number "SFOP0008613."

Grants.gov automatically logs the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Known system errors caused by Grants.gov that are outside of the applicant's control will be reviewed on a case-by-case basis. Applicants should not expect a notification upon DRL receiving their application.

## Funding Restrictions

DRL will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Please refer the link for Foreign Terrorist Organizations: <https://www.state.gov/foreign-terrorist-organizations/>

ect activities whose direct beneficiaries are foreign militaries or paramilitary groups or individuals will not be considered for DRL funding given purpose limitations on funding.

In accordance with Department of State policy for terrorism, applicants are advised that successful passing of vetting to evaluate the risk that funds may benefit terrorists or their supporters is a condition of award. If chosen for an award, applicants will be asked to submit information required by DS Form 4184, Risk Analysis Information (attached to this solicitation) about their company and its principal personnel. Vetting information is also required for all sub-award performance on assistance awards identified by the Department of State as presenting a risk of terrorist financing. Vetting information may also be requested for project beneficiaries and participants. Failure to submit information when requested or failure to pass vetting, may be grounds for rejecting your proposal prior to award.

The Leahy Law prohibits Department foreign assistance funds from supporting foreign security force units if the Secretary has credible information that the unit has committed a gross violation of human rights. Per 22 USC §2378d(a) (2018), assistance shall be furnished under this chapter or the Arms Export Control Act to any unit of the security forces of a foreign country if the Secretary of State has credible information that such unit has committed a gross violation of human rights." Restrictions may apply to any proposed assistance to police or other law enforcement. Among these, pursuant to section 620M of the Foreign Assistance Act of 1961, as amended (FAA), no assistance provided through this funding opportunity may be furnished to any unit of the security forces of a foreign country when there is credible information that such unit has committed a gross violation of human rights. In accordance with the requirements of section 620M of the FAA, also known as the Leahy law, project beneficiaries or participants from a foreign government's security forces may not be vetted by the Department before the provision of any assistance. If a proposed grant or cooperative agreement provides assistance to foreign security forces or personnel, compliance with the Leahy Law is required.

Foreign assistance for Burma or Burmese beneficiaries is subject to restrictions. This includes restrictions, pursuant to section 7043(a)(3) of the Department of State, Foreign Operations, and Related Programs Appropriations Act, 2020 (Division 116-94)(SFOAA), on funds appropriated under title III of the act for assistance for Burma. Section 7043(a)(3) provides that such funds "may not be made available to any organization or entity controlled by the armed forces of Burma, or to any individual or organization that advocates violence against ethnic or religious groups or individuals in Burma, as determined by the Secretary of State." In addition, funds cannot be made available to any individual or organization that has committed serious human rights abuse.

Applicants should be cognizant of these restrictions when developing project proposals as these restrictions will require appropriate due diligence of program beneficiaries and collaboration with DRL to ensure compliance with these restrictions. Program beneficiaries subject to due diligence vetting will include any individuals or entities that are beneficiaries of foreign assistance funding or support. Due diligence vetting will include a review of open-source materials.

General awards generally will not allow reimbursement of pre-award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis. Generally, construction costs are not allowed under DRL awards. For additional information, please see the DRL Proposal Submission Instructions (PSI) for Applications: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

## ***Application Submission***

**Application submissions must be made electronically via [www.grants.gov](http://www.grants.gov). Please note that the Grants.gov registration process can take ten (10) business days or longer, even if all registration steps are completed in a timely manner.**

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov. Applicants are required to document that the application has been received by Grants.gov in its entirety. DRL bears no responsibility for disqualification that result from applicants not being registered before the due date, for system errors in Grants.gov, or for errors in the application process. Additionally, applicants must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully.

ed, couriered, or emailed documents will not be accepted. Reasonable accommodations may, in appropriate circumstances, be provided to applicants with disabilities or for security reasons. Applicants must follow all formatting instructions in the applicable NOFO and these instructions.

encourages organizations to **submit applications during normal business hours** (Monday – Friday, 9:00AM-5:00PM Eastern Standard Time (EST)). If an applicant experiences technical difficulties and has contacted the appropriate helpdesk but is not receiving timely assistance (e.g. if you have not received a response within 48 hours of contacting the helpdesk), you may contact the DRL point of contact listed in the NOFO in Section G. The point of contact may assist in contacting the appropriate helpdesk.

*Note: The Grants Officer will determine technical eligibility of all applications.*

#### **Grants.gov Applications:**

Applicants should be advised that completing all the necessary registration steps for obtaining a username and password from Grants.gov **can take ten (10) business days or longer.**

Applicants should refer to the Grants.gov website for definitions of various “application statuses” and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from Grants.gov upon the successful submission of an application. Validation of an electronic submission via Grants.gov can take up to two business days. Additionally, organizations **must** remember to save a screenshot of the checklist showing all documents submitted. If any document fails to upload successfully.

#### **Grants.gov Helpdesk:**

For assistance with Grants.gov, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

For a list of federal holidays, see <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

## **Application Review Information**

### ***Proposal Review Criteria***

The DRL review panel will evaluate each application individually against the following criteria, listed below in order of importance, and not against competing applications. Please use the below criteria as a reference, but **do not structure your application according to the sub-sections.**

#### Quality of Project Idea

Applications should be responsive to the program framework and policy objectives identified in the NOFO, appropriate in country/regional context, and should exhibit originality, substance, precision, and relevance to DRL’s mission of promoting human rights and democracy. Projects should have the potential to have an immediate impact leading to long-term, sustainable reforms. DRL prefers new approaches that do not duplicate efforts by other entities. This does not include from consideration projects that improve upon or expand existing successful projects in a new and complementary way. In countries where similar activities are already taking place, an explanation should be provided as to how new activities will not duplicate or merely add to existing activities and how these efforts will be coordinated. Proposals that note creative approaches to recognized ongoing challenges are highly encouraged. DRL prioritizes project proposals that use inclusive approaches for advancing these rights.

#### Project Planning/Ability to Achieve Objectives

A strong application will include a clear articulation of how the proposed project activities contribute to the overall project objectives, and each activity will be clearly developed and detailed. A comprehensive monthly work plan should demonstrate substantive undertakings and the logistical capacity of the organization. Objectives should be ambitious yet measurable, results-focused and achievable in a reasonable timeframe. A complete application must include a Logic Model that demonstrate how the project activities will have an impact on its proposed objectives. The Logic Model should match activities, outcomes, key activities, and outputs described in the narrative. Applications should address how the project



engage relevant stakeholders and should identify local partners as appropriate.

If local partners have been identified, DRL strongly encourages applicants to submit letters of support from proposed in-country partners. Additionally, applicants should describe the division of labor among the direct applicant and any local partners. If applicable, applications should identify target geographic areas for activities, target participant groups or selection criteria for participants, and the specific roles of sub-awardees, among other pertinent details.

DRL recognizes that all programs have some level of risk due to internal/external variables that have the potential to adversely affect a program. Risk management should address how the program design incorporates the identification, assessment, and management of key risk factors. DRL will review the Risk Analysis based on the organization's ability to identify risks that could have an impact on the overall program as well as how the organization will manage these risks.

#### Institution's Record and Capacity

DRL will consider the past performance of prior recipients and the demonstrated potential of new applicants. Applicants should demonstrate an institutional record of successful democracy and human rights programs, including responsible financial management and full compliance with all reporting requirements for past grants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's objectives. Projects should have potential for continued funding beyond DRL resources.

#### Addressing Barriers to Equal Participation

DRL strives to ensure its projects advance the rights and uphold the dignity of all persons. As the U.S. government's lead agency dedicated to promoting democratic governance, DRL requests a programming approach dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Discrimination, violence, inequity, and inequality targeting members of society undermines collective security and threatens democracy. DRL prioritizes inclusive and integrated program models that assess and address the barriers to access for individuals and groups based on their race, ethnicity, gender identity, income, geography, gender identity, sexual orientation, or disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Applicants should describe how programming will impact all of its beneficiaries, including support for underserved and underrepresented communities. This approach should be an integral part of both the concept and explicit design, and implementation of all proposed project activities, objectives, and monitoring. Strong proposals will provide specific analyses, and corresponding targets as appropriate. Stakeholders shall identify the difference between opportunities available to access, and design programs accordingly to not perpetuate these inequalities, but rather enhance program impact by including all people in society. The goal of this approach is to bring communities and those in power together in support of more stable and secure societies.

#### Cost Effectiveness

DRL strongly encourages applicants to clearly demonstrate project cost-effectiveness in their application, including examples of leveraging institutional and other resources. However, cost-sharing or other examples of leveraging other resources are not required. Inclusion of cost-sharing in the budget does not result in additional points awarded during the review process. Budgets should have low and/or reasonable overhead and administration costs, and applicants should provide clear explanations and justifications for these costs in relation to the work involved. All budget items should be clearly explained and justified to demonstrate necessity, appropriateness, and connection to the project objectives.

*Use note: If cost share is included in the budget, the recipient must maintain written records to support all allowable costs that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such records are subject to audit. In the event the recipient does not meet the minimum amount of cost-sharing as stipulated in the recipient's budget, DRL's contribution may be reduced in proportion to the recipient's contribution.*

#### Multiplier Effect/Sustainability

Applications should clearly delineate how elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect will have an impact beyond the direct beneficiaries of the grant (e.g. participants trained under a grant go on to train other people; workshop participants use skills from a workshop to enhance a national election that affects the entire populace). A strong sustainability plan may include demonstrating continuing impact

and the life of a project or garnering other donor support after DRL funding ceases.

### Project Monitoring and Evaluation

Complete applications will include a detailed M&E Narrative and M&E Plan, which detail how the project's progress will be monitored and evaluated. Incorporating well-designed monitoring and evaluation processes into a project is an efficient method for documenting the change (intended and unintended) that a project seeks. Applications should demonstrate the capacity to provide objectives with measurable outputs and outcomes.

The quality of the M&E sections will be judged on the narrative explaining how both monitoring and evaluation will be carried out and who will be responsible for those related activities. The M&E Narrative should explain how an external evaluation will be incorporated into the project implementation plan or how the project will be systematically assessed in the absence of one. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the narrative.

Output and outcome-based performance indicators should not only be separated by project objectives but also should reflect the objectives, outcomes, and outputs detailed in the Logic Model and Proposal Narrative. Performance indicators should be clearly defined (i.e., explained how the indicators will be measured and reported) either within the table or with a separate Performance Indicator Reference Sheet (PIRS). For each performance indicator, the table should also include timelines and quarterly and cumulative targets, data collection tools, data sources, types of data disaggregation, and frequency of monitoring and evaluation. There should also be metrics to capture how project activities target those who are most vulnerable to discrimination due to their religion, gender, disabilities, ethnicity or sexual orientation and gender identity, where applicable. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the plan.

### ***Review and Selection Process***

DRL strives to ensure that each application receives a balanced evaluation by a DRL review panel. The Department's Office of Acquisitions Management (AQM) will determine technical eligibility for all applications. All technically eligible applications for a given NOFO are reviewed against the same seven criteria, which include quality of project idea, project planning/ability to achieve objectives, institutional record and capacity, inclusive programming, cost effectiveness, multiplicity of impact/sustainability, and project monitoring and evaluation.

Additionally, the DRL review panel will evaluate how the application addresses the NOFO request, U.S. foreign policy goals, and the priority needs of DRL overall. DRL may also take into consideration the balance of the current portfolio of active projects, including geographic or thematic diversity, if needed.

In most cases, the DRL review panel includes representatives from DRL, the appropriate Department of State regional bureau (to include feedback from U.S. embassies), and U.S. Agency for International Development (USAID) (to include feedback from USAID missions). In some cases, additional panelists may participate, including from other Department of State bureaus or offices; U.S. government departments, agencies, or boards; representatives from partner governments; and representatives from entities that are in a public-private partnership with DRL. At the end of the panel's discussion about each application, the review panel votes on whether to recommend the application for approval by the DRL Assistant Secretary. If more applications are recommended for approval than DRL can ultimately fund, the review panel will rank the recommended applications in priority order for consideration by the DRL Assistant Secretary. The Grants Officer Representative (GOR) for the eventual award does not vote on the panel. All panelists must sign non-disclosure agreements and conflicts of interest agreements.

Review panels may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of DRL funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

# Federal Award Administration Information

## ***Federal Award Notices***

DRL will provide a separate notification to applicants on the result of their applications. Successful applicants will receive notification electronically via email requesting that the applicant respond to review panel conditions and recommendations. This notification is not an authorization to begin activities and does not constitute formal approval or a funding commitment. Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; being registered in required systems, including the U.S. government's Payment Management System (PMS), unless an exemption is provided; and completing and providing any additional documentation requested by DRL. Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer. The notice of Federal award signed by the Department's warranted Grants Officers is the sole authorizing document. If signed electronically, the notice of Federal award will be provided to the applicant's designated Authorizing Official via SAMS Domestic and signed electronically counter-signed in the system.

## ***Administrative and National Policy and Legal Requirements***

DRL requires all recipients of foreign assistance funding to comply with all applicable Department and Federal laws and regulations, including but not limited to the following:

Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards set forth in 2 CFR Chapter 200 (Sub-Chapters A through F) shall apply to all non-Federal entities, except for assistance awards to Individuals and Foreign Public Entities. Sub-Chapters A through E shall apply to all foreign organizations, and Sub-Chapters A through F shall apply to all U.S. and foreign for-profit entities. The applicant/recipient of the award and any sub-recipient under the award must comply with all applicable terms and conditions, in addition to the assurance and certifications made part of the Notice of Award. The Department's Standard Terms and Conditions can be viewed at <https://www.state.gov/about-us/eof-the-procurement-executive/>.

Additionally, DRL supports implementation of the Women Peace and Security Act of 2017, which highlights the U.S. commitment to the meaningful participation of women in conflict prevention, management, and resolution. For additional information, please refer to the following link: <https://www.congress.gov/bill/115th-congress/senate-bill/1141>.

Based on the determination made under the Trafficking Victims Protection Act (TVPA) for FY 2021, assistance that benefits governments of the following countries may be subject to a restriction under the TVPA. The Department of State determines on a case-by-case basis what constitutes assistance to a government; the general principles listed below apply to assistance to the government includes:

- All branches of government (executive, legislative, judicial) at all levels (national, regional, local);
- Public schools, universities, hospitals, and state-owned enterprises, as well as government employees;
- Cash, training, equipment, services, or other assistance provided directly to the government, assistance provided to an NGO or other implementer for the benefit of the government, and assistance to government employees.

Additional requirements may be included depending on the content of the program.

## ***Reporting***

Applicants should be aware that DRL awards will require that all reports (financial and progress) are uploaded to the grant file in SAMS Domestic on a quarterly basis. The Federal Financial Report (FFR or SF-425) is the required form for the financial reports and must be submitted in PMS, as well as a copy from PMS then uploaded to the grant file in SAMS Domestic. The progress reports uploaded to the grant file in SAMS Domestic must include a narrative as described below. Project Indicators (or other mutually agreed upon format approved by the Grants Officer) for the F Framework indicators. The F Framework indicators will be reviewed and negotiated during the final stages of issuing an award. Narrative progress reports should reflect the focus on measuring the project's impact on the overarching objectives and should be compiled according to the objectives, outcomes, and outputs as outlined in the award's Scope of Work (SOW) in the Monitoring & Evaluation Narrative. An assessment of the overall project's impact should be included in each progress report. Where relevant, progress reports should include the following sections:

- Relevant contextual information (limited);
- Explanation and evaluation of significant activities of the reporting period and how the activities reflect progress toward achieving objectives, including meeting benchmarks/targets as set in the M&E Plan. In addition, attach the M&E Plan, comparing the target and actual numbers for the indicators;
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and agendas, participant surveys, photos, manuals, etc.) as separate attachments;
- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and a corrective action plan with an updated timeline of activities;
- Reasons why established goals were not met;
- Data for the required F Framework indicator(s) for the quarter as well as aggregate data by fiscal year;
- Program Indicators or other mutually agreed upon format approved by the Grants Officer;
- Proposed activities for the next quarter; and,
- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

**Foreign Assistance Data Review:** As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, by locally program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

Narrative and financial report must also be submitted within 120 days after the expiration of the award. Please note: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipient's ability to receive future U.S. government funds. DRL reserves the right to request any additional programmatic and/or financial project information during the award period.

## Contact Information

For technical submission questions related to this NOFO, please contact [DRL-NEAProgramInfo@state.gov](mailto:DRL-NEAProgramInfo@state.gov). For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week,

cept federal holidays.

a list of federal holidays visit:

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

cept for technical submission questions, during the NOFO period U.S. Department of State staff in Washington and overseas shall not discuss this competition with applicants until the entire proposal review process has been completed and approval letters have been transmitted.

## Other Information

licants should be aware that DRL understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DRL cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (5 U.S.C. 552) or other similar statutes.

Information in this NOFO and "Proposal Submission Instructions for Applications" is binding and may not be modified by any DRL representative. Explanatory information provided by DRL that contradicts this language will not be binding. The issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. Government. DRL reserves the right to reduce, revise, or increase proposal budgets.

This NOFO will appear on [www.grants.gov](http://www.grants.gov), [SAMS Domestic](#), and DRL's website <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

### Background Information on DRL and General DRL Funding

DRL has the mission of promoting democracy and protecting human rights globally. DRL supports projects that uphold democratic principles, support and strengthen democratic institutions, promote human rights, prevent atrocities, combat violent extremism, and build civil society around the world. DRL typically focuses its work in countries with serious human rights violations, where democracy and human rights advocates are under pressure and where governments are undemocratic or in transition.

Additional background information on DRL and its efforts can be found on <https://www.state.gov/bureaus-offices/under-secretary-for-civilian-security-democracy-and-human-rights/bureau-of-democracy-human-rights-and-labor/>.

connected with the State Department:



External links found in this content or on Department of State websites that go to other non-Department websites should not be construed as an endorsement of the views or privacy policies contained therein.

To manage your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please contact [subscriberhelp.govdelivery.com](http://subscriberhelp.govdelivery.com).

mail was sent to bourshehix@state.gov using GovDelivery Communications Cloud on behalf of: U.S. Department of State · 2201 C Street NW · Washington, DC



~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

~~SENSITIVE BUT UNCLASSIFIED~~

<b>Sender:</b>	(b)(6)	(Tel Aviv)"	(b)(6)	@state.gov>
<b>Recipient:</b>	(b)(6)	(Tel Aviv)	(b)(6)	@state.gov>;
	(b)(6)			@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

<b>From:</b>	(b)(6) (DRL)" <(b)(6)@state.gov>
<b>To:</b>	(b)(6) (DRL) <(b)(6)@state.gov>
<b>Subject:</b>	Re: Congressional Correspondence H20220524-005 Rejected
<b>Date:</b>	Fri, 3 Jun 2022 14:20:43 +0000

Thank you (b)(6) I will see you on Monday, I promise. 😊

(b)(6) | OMS

Bureau of Democracy, Human Rights, and Labor (DRL)  
DRL/PPD | HST 5531

📞 (b)(6) (mobile)

✉️ (b)(6)@state.gov

**From:** (b)(6) (DRL) <(b)(6)@state.gov>

**Sent:** Friday, June 3, 2022 10:17 AM

**To:** (b)(6) (DRL) <(b)(6)@state.gov>

**Subject:** RE: Congressional Correspondence H20220524-005 Rejected

I made an error.

This tasker is still open.

Don't worry about this email.

Thanks.

---

**From:** (b)(6) (DRL) <(b)(6)@state.gov>

**Sent:** Friday, June 3, 2022 10:16 AM

**To:** (b)(6) (DRL) <(b)(6)@state.gov>

**Subject:** Congressional Correspondence H20220524-005 Rejected

**Importance:** High

(b)(6)

I'm still unable to access Mydata, would you please check this for me? Thanks

(b)(6) | OMS

Bureau of Democracy, Human Rights, and Labor (DRL)  
DRL/PPD | HST 5531

📞 (b)(6) (mobile)

✉️ (b)(6)@state.gov

---

**From:** MyApps <myapps@servicenowservices.com>

**Sent:** Thursday, June 2, 2022 1:18 PM

**To:** (b)(6)@state.gov; (b)(6) (Milan) <(b)(6)@state.gov>; (b)(6)

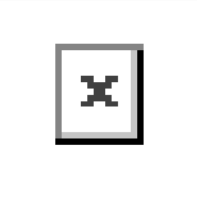
(b)(6) (DRL) <(b)(6)@state.gov>; (b)(6)@state.gov; (b)(6)

(b)(6)@state.gov; (b)(6)@state.gov; (b)(6)

OBTAINED THROUGH FIRST LEGAL FOUNDATION THROUGH LITIGATION

(b)(6)@state.gov> (b)(6) (DRL) (b)(6)@state.gov (b)(6)  
 (b)(6)@state.gov>; (b)(6)@state.gov> (b)(6) (DRL)  
 (b)(6)@state.gov> (b)(6) (DRL) (b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)  
 (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)  
 (b)(6)@state.gov> (b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov> (b)(6)@state.gov>; (b)(6)  
 (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)  
 (b)(6)@state.gov>; (b)(6)@state.gov>

**Subject:** Congressional Correspondence H20220524-005 Rejected



H20220524-005 was rejected.  
**Rejection Comments:** 2022-06-02 13:18 EDT (b)(6) (Work notes) Clearance Rejected: The letter attached is addressed to Senator Sherrod Brown? It looks like the wrong letter is attached. It should be addressed to Senator Ted Cruz. This was probably put in the wrong queue.  
 Details related to the record are listed below:  
**Control Number:** H20220524-005  
**Due Date:** 2022-05-31  
**Document Type:** Substantive Correspondence  
**Classification:** unclassified  
**Member:** Cruz, Ted  
**Subject:** Multi-signer letter (Senate +11 including (b)(6)) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.  
 Please click [here](#) to review and take action.  
 This is an automated message from the myApps Congressional Correspondence application.  
 Have questions? Visit the [Community](#).

Ref:MSG12601079

**Sender:** (b)(6) (DRL)" (b)(6)@state.gov>  
**Recipient:** (b)(6) (DRL) (b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	(b)(6)@state.gov>
<b>Subject:</b>	RE: ACTION NEA & GP: H20220524-005 Cruz
<b>Date:</b>	Wed, 25 May 2022 16:39:20 +0000

Agreed! Do you have the latest version? We can start refining/revising.

---

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 12:26 PM  
**To:** (b)(6)@state.gov>  
**Subject:** Re: ACTION NEA & GP: H20220524-005 Cruz

Sure. I imagine we should just pull from the latest version of the last letter, no? Seems the easiest way to start.

---

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 11:35 AM  
**To:** (b)(6)@state.gov>  
**Subject:** FW: ACTION NEA & GP: H20220524-005 Cruz

H (b)(6)

(b)(6) said they hope to have their FRM edits back to us this afternoon. I don't see them substantively changing our Hill responses because there's so little we can say publicly about the process, so what do you think if start reviewing/drafting on our end in parallel?

---

**From:** (b)(6) (DRL) (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 11:23 AM  
**To:** (b)(6)@state.gov> (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov> (b)(6)@state.gov> (b)(6) (DRL) (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)@state.gov>  
**Subject:** RE: ACTION NEA & GP: H20220524-005 Cruz

Hey (b)(6)

As you may know, GP is clearing an AM to AA/S Peterson that lays out a way forth on the issue which will impact our response to both letters. The AM is currently with NEA and Post.

GP has the lead on the Cruz response, and will update the (b)(6) letter.

Thanks, (b)(6)

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 10:42 AM  
**To:** (b)(6) (DRL) (b)(6)@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>  
**Cc:** (b)(6)@state.gov> (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6) (DRL) (b)(6)@state.gov>  
**Subject:** Fw: ACTION NEA & GP: H20220524-005 Cruz

H (b)(6)

We've received another congressional correspondence tasker on the Israel NOFO, about which we spoke briefly last week. It was cleared up to APDAS Busby a few weeks ago but doesn't seem to have moved since then. Before we address this new tasker, can you advise as to what the status of that Congressional Correspondence is at present? The last email I saw from PDAS Busby was Friday, May 6.

Thank you,  
 (b)(6)

**From:** (b)(6) (DRL) (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 8:41 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov> (b)(6)  
 (b)(6)@state.gov>  
**Cc:** (b)(6) (Mbabani) (b)(6)@state.gov>; Busby, Scott W <(b)(6)@state.gov>; DRL-PPD-Congressional <DRL-PPD-Congressional@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>  
**Subject:** ACTION NEA & GP: H20220524-005 Cruz

Due to H on the 31st.

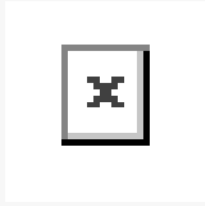
**From:** (b)(6) (DRL) (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 7:34 AM  
**To:** (b)(6) (DRL) (b)(6)@state.gov>; (b)(6) (DRL) (b)(6)@state.gov>  
**Subject:** FW: Congressional Correspondence H20220524-005 Assigned to Your Bureau

Sen. Cruz congressional

**From:** MyApps <myapps@servicenowservices.com>  
**Sent:** Tuesday, May 24, 2022 9:23 PM  
**To:** (b)(6) (DRL) (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)  
 (b)(6) (DRL) (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)  
 (b)(6) (DRL) (b)(6)@state.gov>; (b)(6) (DRL) (b)(6)@state.gov>;

(b)(6)@state.gov; (b)(6)@state.gov; (b)(6)  
(b)(6)@state.gov; (b)(6)@state.gov; (b)(6)  
(b)(6)@state.gov; (b)(6)@state.gov; (b)(6)  
(b)(6)@state.gov; (b)(6)@state.gov

**Subject:** Congressional Correspondence H20220524-005 Assigned to Your Bureau



H20220524-005 has been assigned to your bureau. Details related to the record are listed below:

**Control Number:** H20220524-005

**Due Date:** 2022-05-31

**Document Type:** Substantive Correspondence

**Classification:** unclassified

**Member:** Cruz, Ted

**Subject:** Multi-signer letter (Senate +11 including (b)(6) (b)(6) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

Please click [here](#) to review and take action.  
This is an automated message from the myApps Congressional Correspondence application.

Have questions? Visit the [Community](#).

Ref:MSG12448897

**Sender:** (b)(6)@state.gov  
**Recipient:** (b)(6)@state.gov

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>  
**To:** (b)(6)@state.gov>  
**CC:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** RE: ACTION NEA & GP: H20220524-005 Cruz  
**Date:** Wed, 25 May 2022 13:55:57 +0000

Yes! Thank you for doing that a (b)(6) is out today.

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 9:50 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** RE: ACTION NEA & GP: H20220524-005 Cruz

Thanks, (b)(6)

(b)(6) for next steps—do you want me to track down where this is with NEA and DRLNEA?

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 9:37 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** FW: ACTION NEA & GP: H20220524-005 Cruz

Hi (b)(6) -flagging re: the Israel NOFO.

**From:** (b)(6) (DRL) (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 8:43 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** Fw: ACTION NEA & GP: H20220524-005 Cruz

**From:** (b)(6) (DRL) (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 8:41 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Cc:** (b)(6) Mbabane (b)(6)@state.gov>; Busby, Scott W (b)(6)@state.gov>; DRL-PPD-Congressional <DRL-PPD-Congressional@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>  
**Subject:** ACTION NEA & GP: H20220524-005 Cruz

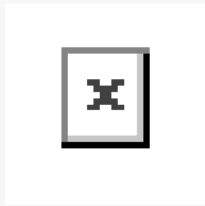
OBTAINED BY AMERICAN FIRST LEGAL FOUNDATION THROUGH LITIGATION

Due to H on the 31st.

**From:** (b)(6) (DRL) (b)(6) @state.gov>  
**Sent:** Wednesday, May 25, 2022 7:34 AM  
**To:** (b)(6) (DRL) (b)(6) @state.gov>; (b)(6) (DRL) (b)(6) @state.gov>  
**Subject:** FW: Congressional Correspondence H20220524-005 Assigned to Your Bureau

Sen. Cruz congressional

**From:** MyApps <myapps@servicenowservices.com>  
**Sent:** Tuesday, May 24, 2022 9:23 PM  
**To:** (b)(6) (DRL) (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) (DRL) (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) (DRL) (b)(6) @state.gov>; (b)(6) (DRL) (b)(6) @state.gov>;  
(b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) @state.gov>; (b)(6) @state.gov>  
**Subject:** Congressional Correspondence H20220524-005 Assigned to Your Bureau



H20220524-005 has been assigned to your bureau. Details related to the record are listed below:

- Control Number:** H20220524-005
- Due Date:** 2022-05-31
- Document Type:** Substantive Correspondence
- Classification:** unclassified
- Member:** Cruz, Ted

**Subject:** Multi-signer letter (Senate +11 including (b)(6) (b)(6) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

Please click [here](#) to review and take action.  
This is an automated message from the myApps

OBTAINED BY AMERICAN OVERSIGHT THROUGH LEGAL FOUNDATION THROUGH LITIGATION

Congressional Correspondence application.

Have questions? Visit the [Community](#).

Ref:MSG12448897

**Sender:** (b)(6)@state.gov>  
**Recipient:** (b)(6)@state.gov>;  
(b)(6)@state.gov>;  
(b)(6)@state.gov>;  
(b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>  
**To:** (b)(6) (DRL) <(b)(6)@state.gov>; (b)(6)@state.gov>  
 (b)(6)@state.gov>;  
 DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>;  
**CC:** (b)(6)@state.gov>; (b)(6) (DRL) (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** Re: ACTION NEA & GP: H20220524-005 Cruz  
**Date:** Wed, 25 May 2022 15:32:34 +0000

OK, understood. Thanks, (b)(6)

**From:** (b)(6) (DRL) <(b)(6)@state.gov>

**Sent:** Wednesday, May 25, 2022 11:23 AM

**To:** (b)(6)@state.gov> (b)(6)@state.gov>

**Cc:** (b)(6)@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov> (b)(6)@state.gov> (b)(6) (DRL)

(b)(6)@state.gov> (b)(6)@state.gov> (b)(6)

(b)(6)@state.gov>

**Subject:** RE: ACTION NEA & GP: H20220524-005 Cruz

Hey (b)(6)

As you may know, GP is clearing an AM to AA/S Peterson that lays out a way forth on the issue which will impact our response to both letters. The AM is currently with NEA and Post.

GP has the lead on the Cruz response, and will update the Rogers letter.

Thanks, (b)(6)

**From:** (b)(6)@state.gov>

**Sent:** Wednesday, May 25, 2022 10:42 AM

**To:** (b)(6) (DRL) <(b)(6)@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>

**Cc:** (b)(6)@state.gov> (b)(6)@state.gov> (b)(6)

(b)(6)@state.gov> (b)(6) (DRL) (b)(6)@state.gov>

**Subject:** Fw: ACTION NEA & GP: H20220524-005 Cruz

Hi (b)(6)

OBTAINED BY AMERICAN CIVIL LIBERTY FOUNDATION THROUGH LITIGATION

We've received another congressional correspondence tasker on the Israel NOFO, about which we spoke briefly last week. It was cleared up to APDAS Busby a few weeks ago but doesn't seem to have moved since then. Before we address this new tasker, can you advise as to what the status of that Congressional Correspondence is at present? The last email I saw from PDAS Busby was Friday, May 6.

Thank you,

(b)(6)

**From:** (b)(6) (DRL) (b)(6) @state.gov>  
**Sent:** Wednesday, May 25, 2022 8:41 AM  
**To:** (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) @state.gov>  
**Cc:** (b)(6) Mbabane) (b)(6) @state.gov>; (b)(6) @state.gov>; DRL-PPD-Congressional <DRL-PPD-Congressional@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>  
**Subject:** ACTION NEA & GP: H20220524-005 Cruz

Due to H on the 31st.

**From:** (b)(6) (DRL) <(b)(6) @state.gov>  
**Sent:** Wednesday, May 25, 2022 7:34 AM  
**To:** (b)(6) (DRL) (b)(6) @state.gov>; (b)(6) (DRL) (b)(6) @state.gov>  
**Subject:** FW: Congressional Correspondence H20220524-005 Assigned to Your Bureau

Sen. Cruz congressional

**From:** MyApps <myapps@servicenowservices.com>  
**Sent:** Tuesday, May 24, 2022 9:23 PM  
**To:** (b)(6) (DRL) (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) (DRL) <(b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) (DRL) (b)(6) @state.gov>; (b)(6) (DRL) (b)(6) @state.gov>;  
(b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6) @state.gov>;  
(b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6)  
(b)(6) @state.gov>; (b)(6) @state.gov>

**Subject:** Congressional Correspondence H20220524-005 Assigned to Your Bureau





H20220524-005 has been assigned to your bureau. Details related to the record are listed below:

**Control Number:** H20220524-005

**Due Date:** 2022-05-31

**Document Type:** Substantive Correspondence

**Classification:** unclassified

**Member:** Cruz, Ted

**Subject:** Multi-signer letter (Senate +11 including (b)(6)

(b)(6) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

Please click [here](#) to review and take action.

This is an automated message from the myApps Congressional Correspondence application.

Have questions? Visit the [Community](#).

Ref:MSG12448897

<b>Sender:</b>	(b)(6)@state.gov>
	(b)(6) (DRL) (b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
<b>Recipient:</b>	DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>;
	(b)(6)@state.gov>;
	(b)(6) (DRL) (b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>

OBITUARY PUBLIC FIRST AMENDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>  
**To:** (b)(6)@state.gov>  
**CC:** (b)(6)@state.gov>  
**Subject:** Re: ACTION NEA & GP: H20220524-005 Cruz  
**Date:** Wed, 25 May 2022 14:37:06 +0000

It's sitting in the FO for some reason or another. I'll forward this one to (b)(6) for an update and loop in the whole group.

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 10:32 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>  
**Subject:** RE: ACTION NEA & GP: H20220524-005 Cruz

Yes – I thought it had been held for consultations with GP, so confused why (b)(6) is not tracking – it may make sense to pull the last email on that thread where (b)(6) or whomever says it's on hold, and forward that to (b)(6) and say DRL/NEA has not taken any action because the email suggests further consultation with GP. This could help shake loose what the heck is going on with that one and allow us to figure out how to proceed with the new one. (b)(6)

---

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 9:38 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>  
**Subject:** Re: ACTION NEA & GP: H20220524-005 Cruz

(b)(6) emailed me yesterday to ask about that other Congressional. We should probably just ask (b)(6) to figure out what's happening with it. We'd dropped it earlier as the panel was ongoing.

---

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 8:51 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>  
**Subject:** FW: ACTION NEA & GP: H20220524-005 Cruz

Morning (b)(6)

This seems like it should largely follow the other recent Congressional response (that I guess is still stuck in the FO?) If we draw off that language, I'm kind of agnostic about whether GP or us lead in terms of getting clearances but probably worth checking in on where that other Congressional stands with (b)(6)

(b)(6) as a first step. Thanks,

(b)(6)

**From:** (b)(6) (DRL) (b)(6) @state.gov>

**Sent:** Wednesday, May 25, 2022 8:41 AM

**To:** (b)(6) @state.gov>; (b)(6) @state.gov>; (b)(6) @state.gov>

**Cc:** (b)(6) Mbabane (b)(6) @state.gov>; Busby, Scott W (b)(6) @state.gov>; DRL-PPD-Congressional <DRL-PPD-Congressional@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>

**Subject:** ACTION NEA & GP: H20220524-005 Cruz

Due to H on the 31st.

**From:** (b)(6) (DRL) (b)(6) @state.gov>

**Sent:** Wednesday, May 25, 2022 7:34 AM

**To:** (b)(6) (DRL) (b)(6) @state.gov> (b)(6) (DRL) <(b)(6) @state.gov>

**Subject:** FW: Congressional Correspondence H20220524-005 Assigned to Your Bureau

Sen. Cruz congressional

**From:** MyApps <myapps@servicenowservices.com>

**Sent:** Tuesday, May 24, 2022 9:23 PM

**To:** (b)(6) (DRL) (b)(6) @state.gov>; (b)(6) @state.gov> (b)(6)

(b)(6) (DRL) (b)(6) @state.gov> (b)(6) @state.gov> (b)(6)

(b)(6) (DRL) (b)(6) @state.gov> (b)(6) (DRL) <(b)(6) @state.gov>;

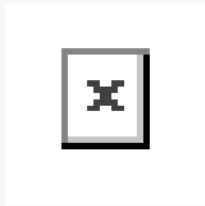
(b)(6) @state.gov> (b)(6) @state.gov>; (b)(6)

(b)(6) @state.gov> (b)(6) @state.gov> (b)(6)

(b)(6) @state.gov> (b)(6) @state.gov>; (b)(6)

(b)(6) @state.gov> (b)(6) @state.gov>

**Subject:** Congressional Correspondence H20220524-005 Assigned to Your Bureau



H20220524-005 has been assigned to your bureau. Details related to the record are listed below:

**Control Number:** H20220524-005

**Due Date:** 2022-05-31

**Document Type:** Substantive Correspondence

**Classification:** unclassified

**Member:** Cruz, Ted

**Subject:** Multi-signer letter (Senate +11 including (b)(6)

(b)(6) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

OBTAINED BY AMERICA FIRST THROUGH LITIGATION

Please click [here](#) to review and take action.  
This is an automated message from the myApps  
Congressional Correspondence application.

Have questions? Visit the [Community](#).

Ref:MSG12448897

<b>Sender:</b>	(b)(6)	@state.gov>
<b>Recipient:</b>	(b)(6)	@state.gov>;
	(b)(6)	@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6) (Foreign Relations)" (b)(6)

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>

**CC:** QFR\_NOMS <QFR\_NOMS@state.gov>; (b)(6) (Foreign Relations) (b)(6)

**Subject:** QFRs re: 3/15/2022 Combatting Authoritarianism: U.S. Tools and Responses (Cruz)

**Date:** Thu, 17 Mar 2022 14:13:48 +0000

Good Morning!

Please see the attached QFR's from Senator Cruz to U/S Zeya.

Thanks,

(b)(6)

Hearing Clerk  
Senate Foreign Relations Committee  
415 Dirksen Senate Office Building

(b)(6)

**Sender:** (b)(6) (Foreign Relations)" (b)(6)

**Recipient:** (b)(6)@state.gov>; (b)(6)@state.gov>; QFR\_NOMS <QFR\_NOMS@state.gov>; (b)(6) (Foreign Relations) (b)(6)

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

Questions For the Record  
The Honorable Uzra Zeya  
Under Secretary for Civilian Security, Democracy, and Human Rights  
U.S. Department of State  
March 16, 2022

On February 11, the State Department's Bureau of Democracy, Human Rights, and Labor (DRL) issued funding opportunity number SFOP0008613, a Notice of Funding Opportunity for "Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza." The notice solicits projects in which organizations would boost the capacity of civil organizations to "collect, archive, and maintain human rights documentation to support justice and accountability... which may include documentation of legal or security sector violations and housing, land, and property rights." The notice is explicit that proposals may include investigations into "activities in... Israel." The total funding ceiling is \$987,654.

The grant was broadly criticized as procedurally unprecedented and substantively hostile to our Israeli allies, and more specifically as a subsidy for the international campaign by non-governmental organizations to demonize and isolate Israel. These campaigns then serve as a basis for anti-Semitic efforts to boycott and wage economic warfare against Israeli Jews. A report in the Washington Free Beacon conveyed speculation that "the Biden administration is filled with people who spent decades getting paid to try to make Israel into an international pariah. They failed, but now they're using the State Department to try to do it."

You oversee DRL. Please answer the following—

- To what extent has DRL previously issued notices for projects aimed at documenting human rights violations occurring in Israel? Please explicitly cite and convey any notices you believe are precedents for or similar to SFOP0008613 in that context.
- What "legal or security sector violations and housing, land, and property rights" violations that have occurred or are occurring in Israel that you believe are relevant to projects described by SFOP0008613?
- What sorts of products or deliverables you envision receiving from projects described by SFOP0008613?
- What proposals have already been submitted for projects described by SFOP0008613?

<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	WM Mailbox <WMMailbox@state.gov>
<b>Subject:</b>	Post NOFO for DRL to state.gov
<b>Date:</b>	Fri, 11 Feb 2022 20:39:03 +0000

WM Mailbox colleagues,

Hello and happy Friday. We just posted a new open NOFO to SD and grants.gov that we would like posted on the state.gov site as well (<https://www.state.gov/statements-of-interest-requests-for-proposals-and-notice-of-funding-opportunity/>). I've attached a word and PDF version of the NOFO here.

- Title: DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza
- Due: 11:59p EST Wednesday, April 13, 2022
- Must apply via grants.gov

Please let us know if you have any questions or concerns with this request.

Thank you,

(b)(6)

Office of Global Programs  
 Bureau of Democracy, Human Rights, and Labor  
 U.S. Department of State  
 Office: (b)(6)  
 Mobile: (b)(6)  
 \* Contracted by Contracting Resources Group

Click to follow and like @StateDRL:

<b>Sender:</b>	(b)(6)@state.gov>
<b>Recipient:</b>	WM Mailbox <WMMailbox@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** Fwd: ACTION NEA & GP: H20220524-005 Cruz  
**Date:** Fri, 27 May 2022 19:17:07 +0000

Re: your previous email question, it's a response to this letter from T. Cruz, et Al.

Get Outlook for iOS

**From:** (b)(6)@state.gov>

**Sent:** Wednesday, May 25, 2022 10:42:13 AM

**To:** (b)(6)@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>

**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)

(b)(6)@state.gov>; (b)(6)@state.gov>

**Subject:** Fw: ACTION NEA & GP: H20220524-005 Cruz

Hi (b)(6)

We've received another congressional correspondence tasker on the Israel NOFO, about which we spoke briefly last week. It was cleared up to APDAS Busby a few weeks ago but doesn't seem to have moved since then. Before we address this new tasker, can you advise as to what the status of that Congressional Correspondence is at present? The last email I saw from PDAS Busby was Friday, May 6.

Thank you,

(b)(6)

---

**From:** (b)(6)@state.gov>

**Sent:** Wednesday, May 25, 2022 8:41 AM

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)

(b)(6)@state.gov>

**Cc:** (b)(6)@state.gov>; Busby, Scott W (b)(6); DRL-PPD-Congressional <DRL-PPD-Congressional@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>

**Subject:** ACTION NEA & GP: H20220524-005 Cruz

Due to H on the 31st.

---

**From:** (b)(6)@state.gov>

**Sent:** Wednesday, May 25, 2022 7:34 AM

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>

**Subject:** FW: Congressional Correspondence H20220524-005 Assigned to Your Bureau

Sen. Cruz congressional





(b)(6)

**From:** (b)(6)  
**To:** 'drl-neaprograminfo@state.gov' <drl-neaprograminfo@state.gov>  
**Subject:** FW: (b)(6) Proposal Notification - DRL Funding Opportunity SFOP0008613  
**Date:** Sun, 19 Jun 2022 06:11:30 +0000

I would like to request feedback on this proposal at your convenience.

Best wishes and many thanks

(b)(6)

---

**From:** DRL-NEAProgramInfo <DRL-NEAProgramInfo@state.gov>  
**Sent:** Monday, June 6, 2022 5:55 PM  
**To:** (b)(6)  
**Subject:** (b)(6) Proposal Notification - DRL Funding Opportunity SFOP0008613

Dear (b)(6)

Please see the attached letter, which provides further information on the status of your proposal to the Bureau of Democracy, Human Rights, and Labor's (DRL) solicitation (b)(6) (b)(6) Funding Opportunity SFOP0008613.

If you would like feedback on your proposal, please contact [drl-neaprograminfo@state.gov](mailto:drl-neaprograminfo@state.gov) by close of business on June 20, 2022.

Best,

DRL-NEA Program Info

~~SENSITIVE BUT UNCLASSIFIED~~

<b>Sender:</b>	(b)(6)
<b>Recipient:</b>	'drl-neaprograminfo@state.gov' <drl-neaprograminfo@state.gov>

OBTAINED BY AMERICAN FIRST LEGAL FOUNDATION THROUGH LITIGATION

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



Washington, D.C. 20520

June 6, 2022

Dear (b)(6)

Thank you for your submission to the Bureau of Democracy, Human Rights, and Labor's (DRL) request for proposals for projects strengthening human rights and accountability in Israel and/or the West Bank and Gaza, announcement number SFOP0008613. We appreciated the opportunity to review your submission entitled (b)(6)

DRL recently convened a formal review of full proposals for programs strengthening human rights and accountability in Israel and/or the West Bank and Gaza. Programs were evaluated on the following review criteria: Quality of Project Idea; Project Planning and Ability to Achieve Objectives; Institution's Record and Capacity; Addressing Barriers to Equal Participation; Cost Effectiveness; Multiplier Effect and Sustainability; and Project Monitoring and Evaluation. Your organization's full proposal was given careful consideration; however, we regret that we will not be able to fund the proposal at this time.

We wish you success in finding other sources of funding for your project. If you have further questions or would like feedback on your proposal, please contact [drl-neaprograminfo@state.gov](mailto:drl-neaprograminfo@state.gov) by June 20, 2022.

Sincerely,

(b)(6)

Director of Global Programs  
Bureau of Democracy, Human Rights, and Labor  
U.S. Department of State

OBTAINED BY AMERICANS FOR LEGAL FOUNDATION THROUGH LITIGATION

<b>From:</b>	(b)(6)@state.gov>
<b>To:</b>	(b)(6)@state.gov>
<b>Subject:</b>	FW: Final Congressional responses
<b>Date:</b>	Mon, 14 Nov 2022 16:05:04 +0000

Fyi (b)(6) asked me to find these this morning.

---

**From:** (b)(6) DRL  
**Sent:** Monday, November 14, 2022 10:56 AM  
**To:** (b)(6)@state.gov>  
**Subject:** Final Congressional responses

As requested. I think these are what you are looking for.

Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

<b>Sender:</b>	(b)(6)@state.gov>
<b>Recipient:</b>	(b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



United States Department of State

Washington, D.C. 20520

June 23, 2022

The Honorable  
Ted Cruz  
United States Senate  
Washington, DC 20510

Dear Senator Cruz:

Thank you for your May 20 letter to Secretary Blinken regarding the recent Notice of Funding Opportunity “Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza.”

The Biden-Harris Administration continues its steadfast support for Israel and rejects any and all delegitimization efforts. The Department does not fund programs that run counter to our policies. The Biden-Harris Administration has prioritized bolstering democracy worldwide, including by promoting respect for human rights at home and abroad and strengthening civil society. This solicitation was consistent with that engagement and allowed local civil society organizations to submit proposals based on their assessment of local needs as they related to the human rights of Israelis and Palestinians and to assist local organizations in Israel and the West Bank and Gaza in addressing such needs.

Following the closing of this solicitation, we conducted a rigorous, thorough review of all applications in line with the Department’s standard procedures. After this review, we decided not to move forward with funding any of the applications to this solicitation.

We hope this helps to address your concerns and thank you again for your interest in this solicitation.

Sincerely,



Naz Durakoglu  
Assistant Secretary  
Bureau of Legislative Affairs

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

Approved: DRL – Lisa Peterson, Acting [LP]

Drafted: DRL/NEA: (b)(6)  
DRL/GP: (b)(6)

Cleared: DRL/FO: SBusby (ok)  
DRL/FO: (b)(6) (ok)  
DRL/NEA: (b)(6) (ok)  
DRL/NEA: (ok)  
DRL/PPD: (info by request)  
DRL/GP: (b)(6) (ok)  
DRL/GP: (ok)  
NEA/FO: (ok)  
NEA/FO: (ok)  
J/SEAS: (b)(6) (ok)  
H: (b)(6) (ok)  
NEA/IPA: (b)(6) (ok)  
NEA/IPA: (ok)  
J: (b)(6) (ok)  
S/P: (b)(6) (info by request)  
P: (b)(6) (ok)  
D: (info by request)  
D/MR: (b)(6) (info by request)  
L/AN: (ok)  
L/LFA: (b)(6) (ok)  
AQM: (b)(6) (ok)  
NSC: (ok)  
NSC: (ok)  
Embassy Jerusalem: (b)(6) (ok)

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION



**From:** (b)(6)@state.gov>  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** FW: ACTION NEA & GP: H20220524-005 Cruz  
**Date:** Wed, 25 May 2022 13:59:13 +0000

Hi all, this just got to me— has one of you taken the pen?

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 9:37 AM  
**To:** (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** FW: ACTION NEA & GP: H20220524-005 Cruz

Hi (b)(6) —flagging re: the Israel NOFO.

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 8:43 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** Fw: ACTION NEA & GP: H20220524-005 Cruz

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 8:41 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Cc:** (b)(6)@state.gov>; (b)(6)@state.gov>; DRL-PPD-Congressional <DRL-PPD-Congressional@state.gov>; DRL-FO-Staff Assistants <DRL-FO-StaffAssistants@state.gov>  
**Subject:** ACTION NEA & GP: H20220524-005 Cruz

Due to H on the 31st.

**From:** (b)(6)@state.gov>  
**Sent:** Wednesday, May 25, 2022 7:34 AM  
**To:** (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** FW: Congressional Correspondence H20220524-005 Assigned to Your Bureau

Sen. Cruz congressional

**From:** MyApps <myapps@servicenowservices.com>  
**Sent:** Tuesday, May 24, 2022 9:23 PM

OBTAINED BY AMERICAN FREEDOM FOUNDATION THROUGH LITIGATION



**From:** (b)(6)@state.gov>  
**To:** (b)(6)@state.gov>  
**CC:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>  
**Subject:** For Transmission to SACFO: Cruz QFRs on DRL Israel, West Bank, and Gaza NOFO  
**Date:** Wed, 6 Apr 2022 16:21:59 +0000

Hi (b)(6)

Please find attached for your transmission to SACFO (b)(6) following the briefing this morning, DRL's response to several QFRs from Cruz on the "Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza" NOFO.

I will flag the CN for you that contains these funds as it goes to the Hill!

Thanks,

(b)(6)

DRL/Office of Global Programs (DRL/GP)

Mobile: (b)(6)

Contractor for Competitive Innovations

Pronouns: she/her

**Sender:** (b)(6)@state.gov>  
**Recipient:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 15, 2022**

**Question 1:**

To what extent has DRL previously issued notices for projects aimed at documenting human rights violations occurring in Israel? Please explicitly cite and convey any notices you believe are precedents for or similar to SFOP0008613 in that context.

**Answer 1:**

DRL funds a wide range of programs aimed at promoting civil society engagement at the local level as well as on issues related to human rights violations by security forces around the world. We have not issued any solicitations for these activities with respect to Israel or the West Bank/Gaza previously. In 2019 DRL solicited, through an open competition, proposals for programs supporting civil society organizations to reduce barriers to full inclusion of members of marginalized groups in Israel in political and economic processes.

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 15, 2022**

**Question 2:**

What “legal or security sector violations and housing, land, and property rights” violations that have occurred or are occurring in Israel that you believe are relevant to projects described by SFOP0008613?

**Answer 2:**

This solicitation allows local civil society organizations to design and submit proposals based on their assessment of local conditions and which they deem relevant to the context in which they would work.

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 15, 2022**

**Question 3:**

What sorts of products or deliverables you envision receiving from projects described by SFOP0008613?

**Answer 3:**

Local civil society organizations who apply under this solicitation will propose potential products or deliverables based on their assessment of local conditions.

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**Questions for the Record Submitted to  
Under Secretary of State Uzra Zeya by  
Senator Ted Cruz (No. 1 to No. 4)  
U.S. Senate Committee on Foreign Relations,  
March 15, 2022**

**Question 4:**

What proposals have already been submitted for projects described by SFOP0008613?

**Answer 4:**

The number and organizational specifics of proposals are not known as the Notice of Funding Opportunity has not closed yet. Additionally, Department grants policy directs the process remain confidential until a Federal Assistance Award has been granted, though we can share that information privately with Congress if/when we decide on a funding recipient.

Clearance page for QFRs 1-4

Approved: DRL – Lisa Peterson, Acting [LP]

Drafted: DRL/GP – (b)(6)

Cleared: DRL/FO: SBusby (ok)  
DRL/FO: (b)(6) (ok)  
DRL/FO: (b)(6) (ok)  
DRL/GP: (b)(6) (ok)  
DRL/PPD: (b)(6) (info by request)  
DRL/NEA: (b)(6) (ok)  
NEA/IPA: (b)(6) (ok)  
A/OPE/AQM: (b)(6) (info)  
L/AN: (b)(6) (ok)  
L/HRR: (b)(6) (ok)  
J: (b)(6) (ok)  
D: (b)(6) (info by request)  
P: (b)(6) (info)  
S/P: (b)(6) (info by request)  
H: (b)(6) (ok)  
F: (b)(6) (ok)  
R: (b)(6) (ok)  
GPA: (b)(6) (ok)  
D-MR: (b)(6) (no response)  
C: C Special Assistants (info)



<b>From:</b>	U.S. Department of State <usstatebpa@public.govdelivery.com>
<b>To:</b>	(b)(6) @Fsinet.State.gov>
<b>Subject:</b>	DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza
<b>Date:</b>	Mon, 14 Feb 2022 19:37:57 +0000

are subscribed to Democracy, Human Rights, and Labor for U.S. Department of State. This information has recently been updated, and is now available.

**DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza**

4/2022 02:23 PM EST

Bureau of Democracy, Human Rights, and Labor

**United States Department of State  
Bureau of Democracy, Human Rights and Labor (DRL)**

**Notice of Funding Opportunity (NOFO):** DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza

This is the announcement of funding opportunity number **SFOP0008613**

**Catalog of Federal Domestic Assistance Number:** 19.345

**Mode of Solicitation:** Open Competition

**Application Deadline:** 11:59 PM EST on WEDNESDAY, APRIL 13, 2022

**Minimum Funding Floor:** \$493,827

**Maximum Funding Ceiling:** \$987,654

**Estimated Number of Awards:** 1 – 2

**Mode of Award:** Grant or Cooperative Agreement

**Period of Performance:** 18 – 36 months

**Estimated Time to Award, Pending Availability of Funds:** 5 – 7 months

**Project Description**

U.S. Department of State, Bureau of Democracy, Human Rights, and Labor (DRL) announces an open competition for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza.

Program activities should focus on enabling independent civil society in Israel and the West Bank and Gaza to: collect, preserve, and maintain human rights documentation to support justice and accountability and civil society-led advocacy efforts, which may include documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.

Successful program design will demonstrate flexibility to adapt to changes in the operational context as needed. Organizations may propose activities in both Israel and the West Bank/Gaza or propose activities specific to each area.

Innovative ideas for working in a difficult environment – particularly best practices adapted from lessons learned – are welcome. Proposals that include local organizations as the lead implementer or as substantial program partners are strongly encouraged and will be viewed favorably. Applicants should take a tailored approach to ensure in-depth and comprehensive support to participating NGOs, including personal, digital, and physical security where needed.

DRL is conscious of the ever-changing security situation in the broader NEA region. With this in mind, applicants are required to submit a detailed contingency plan and risk assessment in order to demonstrate situational awareness and preparedness. Risk assessment and contingency plan documents must address safety and contingency for in-person events and recruitment for said events, processes for receiving and disbursing funds, as well as means to secure online programs or communications.

Proven ability to implement programs in Israel and the West Bank and Gaza must be demonstrated. As part of the proposal narrative, or as an annex to the proposal submission, applicants are encouraged to submit lessons learned from programming that demonstrate how the implementer has safely operated and responded to challenges, learning from successes and failures, in the intended operating environment.

Programs should aim to have impact that leads to reforms and should have the potential for sustainability beyond DRL resources. DRL's preference is to avoid duplicating past efforts by supporting new and creative approaches. This does not preclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. DRL is committed to advancing equity and support for underserved and underrepresented communities. Programs should seek strategies for integration and inclusion of individuals/organizations/beneficiaries that can bring perspectives based on their religion, sex, disability, race, ethnicity, sexual orientation, gender identity, gender expression, sex characteristics, national origin, age, genetic information, marital status, parental status, pregnancy, political affiliation, or veteran's status. Programs should be demand-driven and locally led to the extent possible. DRL requires all programs to be non-discriminatory and expects implementers to include strategies for nondiscrimination of individuals/organizations/beneficiaries based on race, color, religion, sex, gender identity, gender expression, sex characteristics, sexual orientation, pregnancy, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project with adjustments made as necessary;
- Inclusion of vulnerable populations;
- Joint identification and definition of key concepts with relevant stakeholders and stakeholder input into project

activities;

- Systematic follow up with beneficiaries at specific intervals after the completion of activities to track how beneficiaries are retaining new knowledge as well as applying their new skills.

activities that are **not** typically allowed include, but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;
- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;
- Micro-loans or similar small business development initiatives;
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

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

## Federal Award Information

Primary organizations can submit 1 application in response to the NOFO.

U.S. government may: (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, and (d) waive irregularities in applications received.

U.S. government may make award(s) on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The U.S. government reserves the right (though it is under no obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the project description, budget, or other aspects of an application.

DRL anticipates awarding either a grant or cooperative agreement depending on the needs and risk factors of the program. The final determination on award mechanism will be made by the Grants Officer. The distinction between grants and cooperative agreements revolves around the existence of "substantial involvement." Cooperative agreements require substantial Federal government participation in the project. If a cooperative agreement is awarded, DRL will undertake substantial and programmatically necessary involvement. Examples of substantial involvement can include, but are not limited to:

- Active participation or collaboration with the recipient in the implementation of the award;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-awards or contracts beyond existing Federal policies;
- Approval of the recipient's budget or plan of work prior to the award.

authority for this funding opportunity is found in the Foreign Assistance Act of 1961, as amended (FAA).

to maximize the impact and sustainability of the award(s) that result from this NOFO, DRL retains the right to execute non-competitive continuation amendment(s). The total duration of any award, including potential non-competitive continuation amendments, shall not exceed 54 months, or four and a half years. Any non-competitive continuation is contingent on performance and **pending availability of funds**. A non-competitive continuation is not guaranteed, and the Department reserves the right to exercise or not to exercise this option.

## Eligibility Information

**For application information, please see the proposal submission instructions (PSI), updated December 2021 on our website.**

### ***Eligible Applicants***

DRL welcomes applications from U.S.-based and foreign-based non-profit organizations/nongovernment organizations (NGOs) and public international organizations; private, public, or state institutions of higher education; and for-profit organizations or businesses. DRL's preference is to work with non-profit entities; however, there may be some occasions when a for-profit entity is best suited.

Applications submitted by for-profit entities may be subject to additional review following the panel selection process. Additionally, the Department of State prohibits profit to for-profit or commercial organizations under its assistance award. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures.

Please see 2 CFR 200.307 for regulations regarding program income.

### ***Cost Sharing or Matching***

Providing cost sharing, matching, or cost participation is not an eligibility factor or requirement for this NOFO and providing cost share will not result in a more favorable competitive ranking.

### ***Other***

Applicants should have existing, or the capacity to develop, active partnerships with thematic or in-country partners, entities, and relevant stakeholders, including private sector partners and NGOs, and have **demonstrable experience** in administering successful and preferably similar projects. DRL encourages applications from foreign-based NGOs headquartered in the geographic regions/countries relevant to this NOFO. Applicants may **form consortia** in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. However, one organization should be designated in the proposal as the lead applicant, with the other members designated as sub-awardees. DRL reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis.

DRL is committed to an **anti-discrimination** policy in all of its projects and activities. DRL welcomes applications regardless of race, ethnicity, color, creed, national origin, gender, sexual orientation, gender identity, disability, or other

us. DRL seeks applications that demonstrate that the recipient does not discriminate against any beneficiaries in implementation of a potential award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. This includes, for example, race, color, religion, sex (including gender identity, gender expression, sex characteristics, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status. The recipient should insert this provision, including this paragraph, in all sub-grants and contracts under a potential award.

applicant listed on the Excluded Parties List System in the System for Award Management (SAM.gov) ([www.sam.gov](http://www.sam.gov)) or has a current debt to the U.S. government is not eligible to apply for an assistance award in accordance with the SAMS guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity or person listed on the Excluded Parties List System in SAM.gov can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM.gov to ensure that no ineligible entity or person is included in their application.

## Application and Submission Information

### *Address to Request Application Package*

Applicants can find application forms, kits, or other materials needed to apply on [www.grants.gov](http://www.grants.gov) and SAMS Domestic (<https://mygrants.servicenow.services.com>) under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613." **Although solicitations will be available via SAMS Domestic, please note that all applications in response to this NOFO must be submitted via [www.grants.gov](http://www.grants.gov).** Please contact the DRL point of contact listed in Section G if requesting reasonable accommodations for persons with disabilities or for security reasons. Please note that reasonable accommodations do not include deadline extensions.

### *Content and Form of Application Submission*

For all application documents, please ensure:

- All documents are in English and all costs are in U.S. Dollars. If an original document within the application is in another language, an English translation must be provided (please note the Department of State, as indicated in 22 CFR 200.111, requires that English is the official language of all award documents). If any document is provided in both English and a foreign language, the English language version is the controlling version;
- All pages are numbered, including budgets and attachments;
- All documents are formatted to 8 ½ x 11 paper; and,
- All documents are single-spaced, 12-point Times New Roman font, with 1-inch margins. Captions and footnotes must be 10-point Times New Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

### *1.1 Application Requirements*

Complete applications must include the following:

1. Completed and signed **SF-424**, **SF-424A**, and **SF-424B** Please see SF-424 instructions in Section 2B of the PSI.
2. Organizations that engage in lobbying the U.S. government, including Congress, or pay for another entity to lobby their behalf, are also required to complete the **SF-LLL** "Disclosure of Lobbying Activities" form (**only if applicable**). Please see SF-LLL guidance in Section 2B of the PSI.
3. **Cover Page** (not to exceed one (1) page, preferably as a Word Document) that includes a table with the organization name, project title, target country/countries, project synopsis, and name and contact information for the application main point of contact. Please see *Cover Page* Section 2C of the PSI for a template and more details.
4. **Executive Summary** (not to exceed one (1) page, preferably as a Word Document) that outlines project goals, objectives, activities, etc.
  - **The Executive Summary should include a brief section that explicitly states: (1) the problem statement addressed by the project, (2) research-based evidence justifying the unique project approach, and (3) quantifiable project outcomes and impacts.**
5. **Table of Contents** (not to exceed one (1) page, preferably as a Word Document) listing all documents and attachments with page numbers.
6. **Proposal Narrative** (not to exceed ten (10) pages, preferably as a Word Document). Please note the ten-page limit **does not include** the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget Narrative, Audit, or NICRA. Applicants are encouraged to combine multiple documents into a single Word Document or PDF (i.e. Cover Page, Table of Contents, Executive Summary, and Proposal Narrative in one file). Please see *Proposal Narrative Guidelines* in Section 2F of the PSI for more details.
  - The Proposal Narrative should demonstrate the applicant's commitment to ensuring the participation of all people as a strategy for implementation. Please integrate inclusion strategies in all sections of the Proposal Narrative to enhance programmatic impact.
7. **Budget** (preferably as an Excel workbook) that includes three (3) columns containing the request to DRL, any cost sharing contribution, and the total budget. A summary budget should also be included using the OMB-approved budget categories (see SF-424A as a sample) in a separate tab. Costs must be in U.S. Dollars. Detailed line-item budgets for sub-grantees should be included as additional tabs within the Excel workbook (if available at the time of submission). Please see *Budget Guidelines* Section 2G of the PSI for more information.
  - The programming approach should be dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Please include costs associated with this commitment in the Budget and Budget Narrative.
8. **Budget Narrative** (preferably as a Word Document) that includes substantive explanations and justifications for each line item in the detailed budget spreadsheet, as well as the source and a description of all cost-share offered. Please see *Budget Guidelines* Section 2G of the PSI for more information.
9. The organization's most recent **audit**, if applicable. This should be a single audit, program-specific audit, or other audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Please see *Audit* Section 2H of the PSI for more information.
10. **Logic Model** (preferably as a Word Document). Please see *Logic Model* Section 2I of the PSI for more information.
11. **Monitoring and Evaluation Narrative** (not to exceed four (4) pages, preferably as a Word Document). Please see *Monitoring and Evaluation Narrative* Section 2J of the PSI for more information.
  - As stated within the DRL Guide to Program Monitoring and Evaluation (p. 6): DRL strongly encourages applicants to consider whether their monitoring and evaluation systems are utilizing human rights-based approaches, applying a gender and equity lens, or include the participation of sub-grantees and project participants. Within the Monitoring and Evaluation Narrative, applicants should demonstrate their commitment to inclusive strategies and consider whether evaluation design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. direct beneficiaries and sub-grantees). Applicants should still make adequate provisions to protect the privacy of human subjects

when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols.

2. **Monitoring and Evaluation Plan** (preferably as a Word Document or Excel Sheet). Please see *Monitoring and Evaluation Plan* Section 2J of the PSI for more information.
3. **Risk Analysis** (preferably as a Word Document). Please see *Risk Analysis* Section 2K of the PSI for more information on this requirement, including Do No Harm principles and Preventing Sexual Exploitation and Abuse (PSEA) policies/plans.
4. **Key Personnel** (not to exceed two (2) pages, preferably as a Word Document). Please include short bios that highlight relevant professional experience. Given the limited space, CVs are not recommended for submission.
5. **Timeline** (not to exceed one (1) page, preferably as a Word Document or Excel Sheet). The timeline of the overall proposal should include activities, evaluation efforts, and program closeout.
6. **Gender and Inclusion Analysis** (not to exceed three (3) pages, preferably as a Word Document) that provides a concise analysis of relevant gender norms, equity and equality for underserved communities and marginalized populations, power relations, and conflict dynamics in target countries. Potential domains of analysis include institutional practices and barriers, cultural norms, gender roles, access to and control over assets and resources and patterns of decision-making. Applicants should briefly explain how they have integrated findings from their analysis into project design and/or other proposal documents, including a plan for regularly reviewing and updating the gender and inclusion analysis with local partners/beneficiaries, and making any necessary adjustments to program implementation. A set of guiding questions can be found in Section 2L of the PSI.
7. **Security Plan** addressing any issues involving in-person events and recruitment for said events, and safety for all online programs or communications, including independent IT security audits (to include a vulnerability assessment of any proposed web application or platform. Organization's Security Plan should demonstrate consideration of the risks identified in the submitted risk assessment. Costs may also be identified within the budget and budget narrative. Applicants are also encouraged to include contingency plans for in-person or online activities.
8. **Contingency Plan** for proposed activities should the originally planned activities not be able to be implemented. Contingency Plan should be submitted as an additional annex. Applicants should demonstrate consideration of the risks identified in the submitted risk assessment and include specific alternative activities or locations as part of the Contingency Plan. Any proposed "plan" must comply with 2CFR200.433 – Contingency provisions. Plans must not include unallocable or unallowable expenses and must not result in a larger Total Award Value than the identified "competition ceiling." DRL requires prior approval by the Grants Officer of the "plan" before any activities can take place, or costs can be incurred against the "plan."
9. **Lessons Learned** (not to exceed one (1) page, preferably as a Word Document) from past programs in Israel, the West Bank, and/or Gaza that demonstrate how the implementer has safely operated and responded to program challenges, learning from both successes and failures, in the operating environment. To be incorporated into the (10) pages allowed for "Proposal Narrative."
10. **Psychosocial Assistance** (to be incorporated into the ten (10) pages allowed for "Proposal Narrative," and into "Budget" and "Budget Narrative"). A section in the proposal, budget, and budget narrative to reflect appropriate resources and support for the psychosocial health of staff (i.e., activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).
  - References: For reference to international guidance, please see the following: Core Humanitarian Standard Commitment 8.9 (<https://corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf>); and IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings Action Sheet 4.4 ([http://www.who.int/mental\\_health/emergencies/guidelines\\_iasc\\_mental\\_health\\_psychosocial\\_june\\_2007.pdf](http://www.who.int/mental_health/emergencies/guidelines_iasc_mental_health_psychosocial_june_2007.pdf)).

**Applications that do not include the elements listed above will be deemed technically ineligible.**

## 2 Additional Application Documents

ing applications will also contain the following:

- Individual Letters of Support and/or Memorandum of Understanding. Letters of support and MOUs must be specific to the project implementation (e.g. from proposed partners or sub-award recipients) and will not count towards the page limit.

*Please refer to the Proposal Submission Instructions (PSI), updated December 2021, on DRL's website for details on the documents above: <https://www.state.gov/bureau-of-democracy-human-rights-and-programs-and-grants/>. For an application checklist and sample templates please see the Resources page on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. The sample templates provided on DRL's website are suggested, but not mandatory.*

DRL reserves the right to request additional documents not included in this NOFO. Additionally, to ensure that all applications receive a balanced evaluation, the DRL review panel will review from the first page of each section up to the page limit and no further.

If ultimately provided with a notification of non-binding intent to make a Federal award, applicants typically have two to three weeks to provide additional information and documents requested in the notification of intent. The deadlines may vary in each notification of intent and applicants must adhere to the stated deadline in the notification of intent.

## 3 Additional Information Requested For Those Receiving Notification of Intent

Successful applicants must submit, after notification of intent to make a Federal award, but prior to issuance of a Federal award:

- Written responses and revised application documents addressing conditions and recommendations from the DRL review panel;
- A copy of the applicant's latest NICRA as a PDF file, if the applicant has a NICRA and includes NICRA charges in the budget;
- A completed copy of the Department's Financial Management Survey, if receiving DRL funding for the first time;
- Submission of required documents to register in the Payment Management System managed by the Department of Health and Human Services, if receiving DRL funding for the first time (unless an exemption is provided);
- Other requested information or documents included in the notification of intent to make a Federal award or subsequent communications prior to issuance of a Federal award;
- Applicants who submit their applications through Grants.gov will be required to create a SAMS Domestic account in order to accept the final award. Accounts must be logged into to every 60 days in order to maintain an active account.

## Unique Entity Identifier and System for Award Management (SAM)

All prime organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI), formerly referred to as DUNS, and an active registration with the SAM.gov **before submitting an application**. DRL will **not** review applications from or make awards to applicants that have not completed all applicable UEI and SAM.gov requirements. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability



Transparency Act (FFATA), for all Federal awards.

2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at the time of application but will be required before the award is processed and/or directed to a sub-grantee.

**Note: The process of obtaining a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.**

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS), a Commercial and Government Entity (CAGE) code, and a UEI number prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS, but do need a NATO CAGE (NCAGE) code and UEI number prior to registering in SAM.gov.

Prime organizations must also continue to maintain active SAM.gov registration with current information at all times during which they have an active Federal award or application under consideration by a Federal award agency. SAM.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov and to maintain that active registration. If an applicant has not fully complied with the requirements at the time of application, the applicant may be deemed technically ineligible to receive an award and use that determination as a basis for making an award to another applicant.

For further guidance on the registration process, please see the SAM.gov Registration Guide on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. Please refer to 2 CFR 25.200 for additional information. Also please refer to Section D.5 – Funding Restriction of the NOFO.

**Note: SAM.gov is not the same as SAMS Domestic. It is free to register in both systems, but the registration processes are different.**

**Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to [www.SAM.gov](http://www.SAM.gov), click "HELP" in the top navigation bar, then click "International Registrants" in the left navigation panel. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should check the website for the most up-to-date guidance.**

## 2.1 Exemptions

An exemption from these requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least **two weeks prior to the deadline in the NOFO providing a justification of their request**. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

**Note: Foreign organizations will be required to register with the NATO Support Agency (NSPA) to receive a NCAGE code.**

order to register in SAM.gov. NSPA will forward your registration request to the applicable National Codification Bureau (NCB) if your organization is located in a NATO or Tier 2 Sponsored Non-NATO Nation. As of September 2021, NATO nations included Albania, Belgium, Bulgaria, Canada, Croatia, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, United Kingdom, and the United States of America. As of September 2021, Tier 2 nations included Argentina, Australia, Austria, Brazil, Colombia, Finland, India, Indonesia, Israel, Japan, Republic of Korea, Malaysia, Morocco, New Zealand, Serbia, Singapore, Sweden, Ukraine, and United Arab Emirates.

NSPA and/or the appropriate NCB forwards all NCAGE code information to all Allied Committee 135 (AC/135) nations, which as of September 2021 also included Algeria, Belarus, Bosnia & Herzegovina, Brunei Darussalam, Chile, Egypt, Georgia, Jordan, Oman, Pakistan, Peru, Qatar, Saudi Arabia, South Africa, and Thailand. **All organizations are strongly encouraged to take this into consideration when assessing whether registration may result in possible endangerment.**

### **Submission Dates and Times**

Applications are due no later than **11:59 PM Eastern Standard Time (EST), on WEDNESDAY, APRIL 13, 2022 on <https://www.grants.gov/>** under the announcement title "DRL Strengthening Human Rights and Accountability in the Middle East and the West Bank and Gaza," funding opportunity number "SFOP0008613."

Grants.gov automatically logs the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Known system errors caused by Grants.gov that are outside of the applicant's control will be reviewed on a case by case basis. Applicants should not expect a notification upon DRL receiving their application.

### **Funding Restrictions**

DRL will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Please refer the link for Foreign Terrorist Organizations: <https://www.state.gov/foreign-terrorist-organizations/>

Activities whose direct beneficiaries are foreign militaries or paramilitary groups or individuals will not be considered for DRL funding given purpose limitations on funding.

In accordance with Department of State policy for terrorism, applicants are advised that successful passing of vetting to evaluate the risk that funds may benefit terrorists or their supporters is a condition of award. If chosen for an award, applicants will be asked to submit information required by DS Form 4184, Risk Analysis Information (attached to this solicitation) about their company and its principal personnel. Vetting information is also required for all sub-award performance on assistance awards identified by the Department of State as presenting a risk of terrorist financing. Vetting information may also be requested for project beneficiaries and participants. Failure to submit information when requested or failure to pass vetting, may be grounds for rejecting your proposal prior to award.

The Leahy Law prohibits Department foreign assistance funds from supporting foreign security force units if the Secretary of State has credible information that the unit has committed a gross violation of human rights. Per 22 USC §2378d(a) (2018), "assistance shall be furnished under this chapter or the Arms Export Control Act to any unit of the security forces of a foreign country if the Secretary of State has credible information that such unit has committed a gross violation of human rights." Restrictions may apply to any proposed assistance to police or other law enforcement. Among these, pursuant

Section 620M of the Foreign Assistance Act of 1961, as amended (FAA), no assistance provided through this funding opportunity may be furnished to any unit of the security forces of a foreign country when there is credible information that the unit has committed a gross violation of human rights. In accordance with the requirements of section 620M of the FAA, also known as the Leahy law, project beneficiaries or participants from a foreign government's security forces may not be vetted by the Department before the provision of any assistance. If a proposed grant or cooperative agreement provides assistance to foreign security forces or personnel, compliance with the Leahy Law is required.

Foreign assistance for Burma or Burmese beneficiaries is subject to restrictions. This includes restrictions, pursuant to Section 7043(a)(3) of the Department of State, Foreign Operations, and Related Programs Appropriations Act, 2020 (Division 116-94)(SFOAA), on funds appropriated under title III of the act for assistance for Burma. Section 7043(a)(3) provides that such funds "may not be made available to any organization or entity controlled by the armed forces of Burma, or to any individual or organization that advocates violence against ethnic or religious groups or individuals in Burma, as determined by the Secretary of State." In addition, funds cannot be made available to any individual or organization that has committed a gross human rights abuse.

Organizations should be cognizant of these restrictions when developing project proposals as these restrictions will require appropriate due diligence of program beneficiaries and collaboration with DRL to ensure compliance with these restrictions. Program beneficiaries subject to due diligence vetting will include any individuals or entities that are beneficiaries of foreign assistance funding or support. Due diligence vetting will include a review of open-source materials.

DRL awards generally will not allow reimbursement of pre-award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis. Generally, construction costs are not allowed under DRL awards. For additional information, please see the DRL Proposal Submission Instructions (PSI) for Applications: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

## ***Application Submission***

**Application submissions must be made electronically via [www.grants.gov](http://www.grants.gov). Please note that the Grants.gov registration process can take ten (10) business days or longer, even if all registration steps are completed in a timely manner.**

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov. Applicants are required to document that the application has been received by Grants.gov in its entirety. DRL bears no responsibility for disqualifications that result from applicants not being registered before the due date, for system errors in Grants.gov, or for errors in the application process. Additionally, applicants must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully.

Hard copies, couriered, or emailed documents will not be accepted. Reasonable accommodations may, in appropriate circumstances, be provided to applicants with disabilities or for security reasons. Applicants must follow all formatting instructions in the applicable NOFO and these instructions.

DRL encourages organizations to **submit applications during normal business hours** (Monday – Friday, 9:00AM-5:00PM Eastern Standard Time (EST)). If an applicant experiences technical difficulties and has contacted the appropriate helpdesk but is not receiving timely assistance (e.g. if you have not received a response within 48 hours of contacting the helpdesk), you may contact the DRL point of contact listed in the NOFO in Section G. The point of contact may assist in contacting the appropriate helpdesk.

The Grants Officer will determine technical eligibility of all applications.

### Grants.gov Applications:

Please be advised that completing all the necessary registration steps for obtaining a username and password from Grants.gov **can take ten (10) business days or longer.**

Please refer to the Grants.gov website for definitions of various "application statuses" and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from Grants.gov upon the successful submission of an application. Validation of an electronic submission via Grants.gov can take up to two business days. Additionally, organizations **must** remember to save a screenshot of the checklist showing all documents submitted. If any document fails to upload successfully.

### Grants.gov Helpdesk:

For assistance with Grants.gov, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/> for a list of federal holidays.

## Application Review Information

### Proposal Review Criteria

The DRL review panel will evaluate each application individually against the following criteria, listed below in order of importance, and not against competing applications. Please use the below criteria as a reference, but **do not structure your application according to the sub-sections.**

#### Quality of Project Idea

Applications should be responsive to the program framework and policy objectives identified in the NOFO, appropriate in country/regional context, and should exhibit originality, substance, precision, and relevance to DRL's mission of promoting human rights and democracy. Projects should have the potential to have an immediate impact leading to long-term, sustainable reforms. DRL prefers new approaches that do not duplicate efforts by other entities. This does not include from consideration projects that improve upon or expand existing successful projects in a new and complementary way. In countries where similar activities are already taking place, an explanation should be provided as to how new activities will not duplicate or merely add to existing activities and how these efforts will be coordinated. Proposals that note creative approaches to recognized ongoing challenges are highly encouraged. DRL prioritizes project proposals that use inclusive approaches for advancing these rights.

#### Project Planning/Ability to Achieve Objectives

Each application will include a clear articulation of how the proposed project activities contribute to the overall project objectives, and each activity will be clearly developed and detailed. A comprehensive monthly work plan should demonstrate substantive undertakings and the logistical capacity of the organization. Objectives should be ambitious yet measurable, results-focused and achievable in a reasonable timeframe. A complete application must include a Logic Model that demonstrate how the project activities will have an impact on its proposed objectives. The Logic Model should match

atives, outcomes, key activities, and outputs described in the narrative. Applications should address how the project will engage relevant stakeholders and should identify local partners as appropriate.

If local partners have been identified, DRL strongly encourages applicants to submit letters of support from proposed in-country partners. Additionally, applicants should describe the division of labor among the direct applicant and any local partners. If applicable, applications should identify target geographic areas for activities, target participant groups or selection criteria for participants, and the specific roles of sub-awardees, among other pertinent details.

DRL recognizes that all programs have some level of risk due to internal/external variables that have the potential to adversely affect a program. Risk management should address how the program design incorporates the identification, assessment, and management of key risk factors. DRL will review the Risk Analysis based on the organization's ability to identify risks that could have an impact on the overall program as well as how the organization will manage these risks.

#### Institution's Record and Capacity

DRL will consider the past performance of prior recipients and the demonstrated potential of new applicants. Applicants should demonstrate an institutional record of successful democracy and human rights programs, including responsible financial management and full compliance with all reporting requirements for past grants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's objectives. Projects should have potential for continued funding beyond DRL resources.

#### Addressing Barriers to Equal Participation

DRL strives to ensure its projects advance the rights and uphold the dignity of all persons. As the U.S. government's lead agency dedicated to promoting democratic governance, DRL requests a programming approach dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Discrimination, violence, inequity, and inequality targeting members of society undermines collective security and threatens democracy. DRL prioritizes inclusive and integrated program models that assess and address the barriers to access for individuals and groups based on their race, ethnicity, gender, income, geography, gender identity, sexual orientation, or disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Applicants should describe how programming will impact all of its beneficiaries, including support for underserved and underrepresented communities. This approach should be an integral part of both the concept and explicit design, and implementation of all proposed project activities, objectives, and monitoring. Strong proposals will provide specific analyses, and corresponding targets as appropriate. Stakeholders shall identify the difference between opportunities and barriers to access, and design programs accordingly to not perpetuate these inequalities, but rather enhance programming and impact by including all people in society. The goal of this approach is to bring communities and those in power together in support of more stable and secure societies.

#### Cost Effectiveness

DRL strongly encourages applicants to clearly demonstrate project cost-effectiveness in their application, including examples of leveraging institutional and other resources. However, cost-sharing or other examples of leveraging other resources are not required. Inclusion of cost-sharing in the budget does not result in additional points awarded during the review process. Budgets should have low and/or reasonable overhead and administration costs, and applicants should provide clear explanations and justifications for these costs in relation to the work involved. All budget items should be clearly explained and justified to demonstrate necessity, appropriateness, and connection to the project objectives.

*Please note: If cost share is included in the budget, the recipient must maintain written records to support all allowable*

that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such costs are subject to audit. In the event the recipient does not meet the minimum amount of cost-sharing as stipulated in the recipient's budget, DRL's contribution may be reduced in proportion to the recipient's contribution.

### Multiplier Effect/Sustainability

Applications should clearly delineate how elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect will have an impact beyond the direct beneficiaries of the grant (e.g. participants trained under a grant go on to train other people; workshop participants use skills from a workshop to enhance a national election that affects the entire populace). A strong sustainability plan may include demonstrating continuing impact beyond the life of a project or garnering other donor support after DRL funding ceases.

### Project Monitoring and Evaluation

Complete applications will include a detailed M&E Narrative and M&E Plan, which detail how the project's progress will be monitored and evaluated. Incorporating well-designed monitoring and evaluation processes into a project is an efficient method for documenting the change (intended and unintended) that a project seeks. Applications should demonstrate the capacity to provide objectives with measurable outputs and outcomes.

The quality of the M&E sections will be judged on the narrative explaining how both monitoring and evaluation will be carried out and who will be responsible for those related activities. The M&E Narrative should explain how an external evaluation will be incorporated into the project implementation plan or how the project will be systematically assessed in the absence of one. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the narrative.

Output and outcome-based performance indicators should not only be separated by project objectives but also should reflect the objectives, outcomes, and outputs detailed in the Logic Model and Proposal Narrative. Performance indicators should be clearly defined (i.e., explained how the indicators will be measured and reported) either within the table or with a separate Performance Indicator Reference Sheet (PIRS). For each performance indicator, the table should also include a description, baseline and quarterly and cumulative targets, data collection tools, data sources, types of data disaggregation, and frequency of monitoring and evaluation. There should also be metrics to capture how project activities target those who are most vulnerable to discrimination due to their religion, gender, disabilities, ethnicity or sexual orientation and gender identity, where applicable. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the plan.

### ***Review and Selection Process***

DRL strives to ensure that each application receives a balanced evaluation by a DRL review panel. The Department's Office of Acquisitions Management (AQM) will determine technical eligibility for all applications. All technically eligible applications for a given NOFO are reviewed against the same seven criteria, which include quality of project idea, project feasibility, ability to achieve objectives, institutional record and capacity, inclusive programming, cost effectiveness, multiplier effect/sustainability, and project monitoring and evaluation.

Additionally, the DRL review panel will evaluate how the application addresses the NOFO request, U.S. foreign policy goals, and the priority needs of DRL overall. DRL may also take into consideration the balance of the current portfolio of active projects, including geographic or thematic diversity, if needed.

ost cases, the DRL review panel includes representatives from DRL, the appropriate Department of State regional bureau (to include feedback from U.S. embassies), and U.S. Agency for International Development (USAID) (to include feedback from USAID missions). In some cases, additional panelists may participate, including from other Department of State bureaus or offices; U.S. government departments, agencies, or boards; representatives from partner governments; and representatives from entities that are in a public-private partnership with DRL. At the end of the panel's discussion about the application, the review panel votes on whether to recommend the application for approval by the DRL Assistant Secretary. If more applications are recommended for approval than DRL can ultimately fund, the review panel will rank the recommended applications in priority order for consideration by the DRL Assistant Secretary. The Grants Officer Representative (GOR) for the eventual award does not vote on the panel. All panelists must sign non-disclosure agreements and conflicts of interest agreements.

Review panels may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of DRL funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

## Federal Award Administration Information

### *Federal Award Notices*

The Department will provide a separate notification to applicants on the result of their applications. Successful applicants will receive a notification electronically via email requesting that the applicant respond to review panel conditions and recommendations. This notification is not an authorization to begin activities and does not constitute formal approval or a funding commitment.

Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; being registered in required systems, including the U.S. government's Payment Management System (PMS), unless an exemption is provided; and completing and providing any additional documentation requested by DRL. Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer.

The notice of Federal award signed by the Department's warranted Grants Officers is the sole authorizing document. If awarded, the notice of Federal award will be provided to the applicant's designated Authorizing Official via SAMS Domestic and electronically counter-signed in the system.

### *Administrative and National Policy and Legal Requirements*

The Department requires all recipients of foreign assistance funding to comply with all applicable Department and Federal laws and regulations, including but not limited to the following:

Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards set forth in 2 CFR Chapter 200 (Sub-Chapters A through F) shall apply to all non-Federal entities, except for assistance awards to Individuals and Foreign Public Entities. Sub-Chapters A through E shall apply to all foreign organizations, and Sub-Chapters A through F shall apply to all U.S. and foreign for-profit entities. The applicant/recipient of the award and any sub-recipient under the award must comply with all applicable terms and conditions, in addition to the assurance and certifications made part of the Notice of Award. The Department's Standard Terms and Conditions can be viewed at <https://www.state.gov/about-us->

e-of-the-procurement-executive/.

itionally, DRL supports implementation of the Women Peace and Security Act of 2017, which highlights the U.S. commitment to the meaningful participation of women in conflict prevention, management, and resolution. For additional information, please refer to the following link: <https://www.congress.gov/bill/115th-congress/senate-bill/1141>.

to the determination made under the Trafficking Victims Protection Act (TVPA) for FY 2021, assistance that benefits governments of the following countries may be subject to a restriction under the TVPA. The Department of State determines on a case-by-case basis what constitutes assistance to a government; the general principles listed below apply.

Assistance to the government includes:

- All branches of government (executive, legislative, judicial) at all levels (national, regional, local);
- Public schools, universities, hospitals, and state-owned enterprises, as well as government employees;
- Cash, training, equipment, services, or other assistance provided directly to the government, assistance provided to an NGO or other implementer for the benefit of the government, and assistance to government employees.

Additional requirements may be included depending on the content of the program.

## **Reporting**

Grantees should be aware that DRL awards will require that all reports (financial and progress) are uploaded to the grant file in SAMS Domestic on a quarterly basis. The Federal Financial Report (FFR or SF-425) is the required form for the financial reports and must be submitted in PMS, as well as a copy from PMS then uploaded to the grant file in SAMS Domestic. The progress reports uploaded to the grant file in SAMS Domestic must include a narrative as described below. Project Indicators (or other mutually agreed upon format approved by the Grants Officer) for the F Framework indicators. The F Framework indicators will be reviewed and negotiated during the final stages of issuing an award.

Progress reports should reflect the focus on measuring the project's impact on the overarching objectives and should be compiled according to the objectives, outcomes, and outputs as outlined in the award's Scope of Work (SOW) in the Monitoring & Evaluation Narrative. An assessment of the overall project's impact should be included in each progress report. Where relevant, progress reports should include the following sections:

- Relevant contextual information (limited);
- Explanation and evaluation of significant activities of the reporting period and how the activities reflect progress toward achieving objectives, including meeting benchmarks/targets as set in the M&E Plan. In addition, attach the M&E Plan, comparing the target and actual numbers for the indicators;
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and agendas, participant surveys, photos, manuals, etc.) as separate attachments;
- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and a corrective action plan with an updated timeline of activities;
- Reasons why established goals were not met;
- Data for the required F Framework indicator(s) for the quarter as well as aggregate data by fiscal year;



- Program Indicators or other mutually agreed upon format approved by the Grants Officer;
- Proposed activities for the next quarter; and,
- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

**Foreign Assistance Data Review:** As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, the applicant must report by program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

The final narrative and financial report must also be submitted within 120 days after the expiration of the award.

Please note: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipient's ability to receive future U.S. government funds. DRL reserves the right to request any additional programmatic and/or financial project information during the award period.

## Contact Information

For technical submission questions related to this NOFO, please contact [DRL-NEAProgramInfo@state.gov](mailto:DRL-NEAProgramInfo@state.gov).

For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

For a list of federal holidays visit:

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

Except for technical submission questions, during the NOFO period U.S. Department of State staff in Washington and overseas shall not discuss this competition with applicants until the entire proposal review process has been completed and selection and approval letters have been transmitted.

## Other Information

Applicants should be aware that DRL understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DRL cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (5 U.S.C. 552) or other similar statutes.

The information in this NOFO and "Proposal Submission Instructions for Applications" is binding and may not be modified by any DRL representative. Explanatory information provided by DRL that contradicts this language will not be binding. The issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. Government. DRL reserves the right to reduce, revise, or increase proposal budgets.

NOFO will appear on [www.grants.gov](http://www.grants.gov), [SAMS Domestic](#), and DRL's website <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

Background Information on DRL and General DRL Funding

DRL has the mission of promoting democracy and protecting human rights globally. DRL supports projects that uphold democratic principles, support and strengthen democratic institutions, promote human rights, prevent atrocities, combat violent extremism, and build civil society around the world. DRL typically focuses its work in countries with serious human rights violations, where democracy and human rights advocates are under pressure and where governments are undemocratic or in transition.

Additional background information on DRL and its efforts can be found on <https://www.state.gov/bureaus-offices/under-secretary-for-civilian-security-democracy-and-human-rights/bureau-of-democracy-human-rights-and-labor/>.

connected with the State Department:



External links found in this content or on Department of State websites that go to other non-Department websites should be construed as an endorsement of the views or privacy policies contained therein.

Manage your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please contact [subscriberhelp.govdelivery.com](http://subscriberhelp.govdelivery.com).

This email was sent to Aboudouw@Fsinet.State.gov using GovDelivery Communications Cloud on behalf of: U.S. Department of State · 2201 C Street NW · Washington, DC 20520



<b>Sender:</b>	U.S. Department of State <usstatebpa@public.govdelivery.com>
<b>Recipient:</b>	<Aboudouw@Fsinet.State.gov>

<b>From:</b>	MyApps <myapps@servicenowservices.com>
<b>To:</b>	<(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(h)(6)@state.gov>; <(h)(6)@state.gov>; <(b)(6)@state.gov>; <(h)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>; <(b)(6)@state.gov>;
<b>Subject:</b>	Congressional Correspondence H20220524-005 Approved by H Front Office
<b>Date:</b>	Tue, 21 Jun 2022 08:40:33 -0700



H20220524-005 was approved by H Front Office. The Package is ready to be printed.

Details related to the record are listed below:

**Control Number:** H20220524-005

**Due Date:** 2022-05-31

**Document Type:** Substantive Correspondence

**Classification:** unclassified

**Member:** Cruz, Ted

**Subject:** Multi-signer letter (Senate +11 including Blunt, Hagerty) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

Please click [here](#) to review and take action.

This is an automated message from the myApps Congressional Correspondence application.

OBTAINED BY AMERICAN FIRST LEGAL FOUNDATION THROUGH LITIGATION

Have questions? Visit the [Community](#).

Ref:MSG12924151

<b>Sender:</b>	MyApps <myapps@servicenowservices.com>
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
<b>Recipient:</b>	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>;
	(b)(6)@state.gov>

OBTAINED BY AMERICAN CIVIL LIBERTIES FOUNDATION THROUGH LITIGATION

**From:** (b)(6)@state.gov>

**To:** (b)(6)@state.gov>; (b)(6)@state.gov>

**CC:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>

**Subject:** Briefing Materials: HFAC Briefing on I/WBAG NOFO

**Date:** Tue, 3 May 2022 19:46:48 +0000

(b)(6)

Hello all,

Sending along a few reference materials and (b)(6) intro points for our call at 4pm.

1. The Final NOFO
2. Cleared Background & Q&A

Expected participants include both HFAC majority and minority staff.

Thanks!

(b)(6)

**Q (HFAC):** "What DRL's thinking as to why USG funding was necessary in this space, which already receives ample funding from other donors and attention from international NGOs (and much of which is problematic, by the Department's own admission). Which is to say, why was this program put into solicitation in the first place, rather than using the resources differently."

**Introduction** (b)(6)

- Thank HFAC for this briefing / note that we appreciate being able to have a call about this to provide additional details and to clarify DRL's procurement process for this \$1m NOFO
- We will provide an overview of the background and context of this solicitation
- We will then provide a brief on our proposal review timeline and procurement process
- Following this overview, we're happy to answer any questions or concerns.
- [turn over to (b)(6)]

**Sender:** (b)(6)@state.gov>

**Recipient:** (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>; (b)(6)@state.gov>

OBTAINED BY AMERICA FIRST LEGAL FUNDATION THROUGH LITIGATION

### **Background and If Asked Hard Q&A on DRL FY22 Solicitation: “Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza”**

~~(SBU)~~ **Background:** In early February, DRL released a \$1 million solicitation for civil society organizations in Israel and/or the West Bank and Gaza Strip, to enable civil society in these areas to: collect, archive, and maintain documentation of alleged human rights violations and abuses to support justice and accountability and civil society-led advocacy efforts. The solicitation says such efforts may include “documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.” (b)(5)

(b)(5)

~~(SBU)~~ The deadline for submission of proposals is April 13. Consistent with the Department’s goal of empowering civil society, the current NOFO was designed to support civil society activities beyond a narrow focus on Israel’s conduct in the West Bank and Gaza to also include documentation of activities by non-Israeli forces in these areas. (b)(5)

(b)(5)

(b)(5)

(b)(5)

~~(SBU)~~ Since publishing the solicitation, some Jewish groups, Members of Congress, and Congressional staff have raised concerns to Department officials, noting the language is formulated in an unprecedented way and this type of programming as applying a double standard that targets Israel. Recent media reports have misrepresented the intent of the solicitation, claiming the Department is supporting the

delegitimization of Israel or the BDS movement, or contributing to antisemitic activities, with several officials from the previous U.S. administration, as well as Senator Cruz, calling for it to be canceled.

(b)(5)

### Hard Q&A

**Q:** Is this program targeting or seeking to de-legitimize Israel?

- **(U) No. Let me be clear: this Administration rejects all forms of delegitimization of Israel.**
- **(U) U.S. funded programs are not punitive. Any U.S.-funded program does not cast value judgments on Israel or any other partner. Allegations that the solicitation is for programs that would target or seeks to delegitimize Israel are false and are a misinterpretation of the solicitation's language and intent. The Administration stands strong against all efforts to delegitimize Israel. This solicitation is for programs that would foster respect for human rights and the rule of law.**

**Q:** Why this type of program on Israel right now when it's never been done before?

- **(U) This is a new program that is part of DRL's global approach to human rights, not specifically targeting any country or issue with higher emphasis. The Administration has been clear in its position that all democracies, including the United States, should take steps to strengthen democracy, rule of law, and human rights at home (as well as abroad). That's an important distinguishing feature from past U.S. government policy.**

- **(U) We encourage all U.S. allies and partners to advance democracy and human rights at home as well as abroad, as we are committed to doing.**
- **(U) Consistent with normal practice globally, the State Department seeks grant applications for, and funds, a wide range of programs intended to foster respect for human rights and the rule of law and democracy. This includes programs in many other democracies such as Colombia, Indonesia, Kenya, Sri Lanka, Mexico – the list is extensive.**
- **(U) The aim of this program is to strengthen independent civil society in Israel and the West Bank and Gaza, which supports our policy goals.**

**Q:** How can the administration be serious about combatting authoritarianism when you are targeting our democratic ally and partner Israel with this kind of programming?

- **(U) Israel is one of our closest partners and is a vibrant democracy. We engage actively with the government of Israel, as we do with many partners and allies to promote and sustain our shared democratic values.**

**Q:** Is Israel committing atrocities as the solicitation suggests?

- **(U) The solicitation does not suggest that Israel is committing atrocities. The State Department seeks grant applications for, and funds, a wide range of programs globally to foster respect for human rights and the rule of law and support democracy.**
- **(U) U.S. funded programs are not punitive. Any U.S.-funded program does not cast value judgments on Israel or any other partner. Allegations that the solicitation is for programs that would target or seeks to delegitimize Israel are false and are a**



**misinterpretation of the solicitation's language and intent. The Administration stands strong against all efforts to delegitimize Israel. This solicitation is for programs that would foster respect for human rights and the rule of law.**

**Q: Does the United States fund this type of work in other democracies?**

- **(U) We fund various programs to advance human rights in many other democracies around the world, including Mexico, Indonesia, Colombia, and Central Europe.**

**Q: Will any of these funds go to Human Rights Watch (HRW) or Amnesty International (AI) to draft reports critical of Israel?**

- **(U) No. The solicitation is aimed at local organizations, not international groups with a global scope.**
- **(U) It is meant to help local organizations in Israel and the West Bank and Gaza address local conditions and is not solely focused on Israeli activities in the West Bank and Gaza.**
- **(U) All proposals will be subject to the Department's rigorous review process, which includes appropriate vetting of any recipients of federal funds. The Department does not fund programs that run counter to our policy.**
- **(U) Further, all U.S.-funded assistance programs are provided consistent with applicable U.S. law.**

**Q: Is there a connection between this solicitation and the Secretary's decision to meet with Amnesty International and Human Rights Watch after they recently concluded Israel is an apartheid state?**

- **(U) There is no connection between the Secretary's recent meeting with Amnesty International and Human Rights Watch – which had a global focus – and this funding solicitation.**

- **(U) The Administration is clear in its steadfast support for Israel and opposition to any attempt to delegitimize or unfairly target Israel.**

**If pressed:**

- **(U) We will not comment on the contents of private discussions.**
- **(U) The Department rejects all forms of delegitimization of Israel and believes a two-state solution is the best way to ensure Israel's future as a Jewish and democratic state, living in peace alongside a viable and democratic Palestinian state.**
- **(U) The United States is committed to promoting respect for human rights in Israel and the West Bank and Gaza Strip. We have an enduring partnership with Israel and discuss a wide range of issues with the Israeli government, including those related to human rights. We support the efforts of the Israeli government and Palestinian Authority, alongside human rights activists, to ensure accountability for human rights violations and abuses.**
- **(U) We continue to emphasize to Israel and the Palestinian Authority the need to refrain from unilateral actions that exacerbate tensions. This includes annexation of territory, settlement activity, demolitions, incitement to violence, and providing compensation for individuals imprisoned for acts of terrorism.**
- **(U) We also take seriously all allegations of human rights violations and abuses, including allegations of arbitrary detention, and we continue to urge respect for human rights.**

- **(U) We fully reject the characterization by Amnesty and Human Rights Watch that Israel is an apartheid state.**

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

Approved: DRL/FO

Drafted: NEA/IPA: (b)(6)

DRL/GP: (b)(6)

Cleared: DRL/FO: (b)(6)

NEA/FO: (b)(6) (ok)

NEA/IPA: (b)(6) (ok)

NEA/IPA: (b)(6) (ok)

DRL/PPD: (b)(6) (ok)

NEA/PPD: (b)(6) (ok)

DRL/NEA: (b)(6) (ok)

J/SEAS: (b)(6) Info by Request

H: (b)(6) (ok)

F: (b)(6) (ok)

L/AN: (b)(6) (ok)

J/IRF: (b)(6) (ok)

L/HRR: (b)(6) (ok)

L/LFA: (b)(6) (Ok)

J: (b)(6) (ok)

D: (b)(6) (ok)

P: (b)(6) (ok)

S/P: (b)(6) Info by Request

R: (b)(6) (ok)

C: (b)(6) (ok)

A/OPE: (b)(6) (ok)

GPA

NSC/MENA: (b)(6) (ok)

OBTAINED BY AMERICAN FIRST LEGAL FOUNDATION THROUGH LITIGATION

**From:** MyApps <myapps@servicenowservices.com>  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
**To:** (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
 (b)(6)@state.gov>;  
**Subject:** Approval Required: Congressional Correspondence H20220524-005  
**Date:** Wed, 15 Jun 2022 13:13:57 -0700



H20220524-005 is ready for your review. Details related to the record are listed below.

**Control Number:** H20220524-005

**Due Date:** 2022-05-31

**Document Type:** Substantive Correspondence

**Classification:** unclassified

**Member:** Cruz, Ted

**Subject:** Multi-signer letter (Senate +11 including Blunt, Hagerty) from Senator Cruz to Secretary Blinken calling on the Department to rescind the Bureau of Democracy, Human Rights and Labor's (DRL) funding opportunity number SFOP0008613.

Please click [here](#) to review and take action.

This is an automated message from the myApps Congressional Correspondence application.

Have questions? Visit the [Community](#).

Ref:MSG12843477

**Sender:** MyApps <myapps@servicenowservices.com>

OBTAINED BY AMERICAN FIRST LEGAL FOUNDATION THROUGH LITIGATION

(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
**Recipient:** (b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;  
(b)(6) @state.gov>;

OBTAINED BY AMERICA FIRST LEGAL FOUNDATION THROUGH LITIGATION

**United States Department of State**  
**Bureau of Democracy, Human Rights and Labor (DRL)**  
**Notice of Funding Opportunity (NOFO): DRL Strengthening Human Rights and**  
**Accountability in Israel and the West Bank and Gaza**

This is the announcement of funding opportunity number **SFOP0008613**

**Catalog of Federal Domestic Assistance Number:** 19.345

**Type of Solicitation:** Open Competition

**Application Deadline:** 11:59 PM EST on WEDNESDAY, APRIL 13, 2022

**Total Funding Floor:** \$493,827

**Total Funding Ceiling:** \$987,654

**Anticipated Number of Awards:** 1 – 2

**Type of Award:** Grant or Cooperative Agreement

**Period of Performance:** 18 – 36 months

**Anticipated Time to Award, Pending Availability of Funds:** 5 – 7 months

#### **A. PROJECT DESCRIPTION**

The U.S. Department of State, Bureau of Democracy, Human Rights, and Labor (DRL) announces an open competition for projects that strengthen accountability and human rights in Israel and the West Bank and Gaza.

Program activities should focus on enabling independent civil society in Israel and the West Bank and Gaza to: collect, archive, and maintain human rights documentation to support justice and accountability and civil society-led advocacy efforts, which may include documentation of legal or security sector violations and housing, land, and property rights; understand and access the forums and processes available to take meaningful action in pursuing truth, accountability, and memorialization; and/or provide psychosocial support to survivors of atrocities.

A successful program design will demonstrate flexibility to adapt to changes in the operational context as needed. Organizations may propose activities in both Israel and the West Bank/Gaza or propose activities specific to each area.

Innovative ideas for working in a difficult environment – particularly best practices adapted from lessons learned - are welcome. Proposals that include local organizations as the lead implementer or as substantial program partners are strongly encouraged and will be viewed

favorably. Applicants should take a tailored approach to ensure in-depth and comprehensive support to participating NGOs, including personal, digital, and physical security where needed.

DRL is conscious of the ever-changing security situation in the broader NEA region. With this in mind, applicants are required to submit a detailed contingency plan and risk assessment in order to demonstrate situational awareness and preparedness. Risk assessment and contingency plan documents must address safety and contingency for in-person events and recruitment for said events, processes for receiving and disbursing funds, as well as means to secure online programs or communications.

A proven ability to implement programs in Israel and the West Bank and Gaza must be demonstrated. As part of the proposal narrative, or as an annex to the proposal submission, applicants are encouraged to submit lessons learned from past programming that demonstrate how the implementer has safely operated and responded to challenges, learning from both successes and failures, in the intended operating environment.

All programs should aim to have impact that leads to reforms and should have the potential for sustainability beyond DRL resources. DRL's preference is to avoid duplicating past efforts by supporting new and creative approaches. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. DRL is committed to advancing equity and support for underserved and underrepresented communities. Programs should seek strategies for integration and inclusion of individuals/organizations/beneficiaries that can bring perspectives based on their religion, sex, disability, race, ethnicity, sexual orientation, gender identity, gender expression, sex characteristics, national origin, age, genetic information, marital status, parental status, pregnancy, political affiliation, or veteran's status. Programs should be demand-driven and locally led to the extent possible. DRL requires all programs to be non-discriminatory and expects implementers to include strategies for nondiscrimination of individuals/organizations/beneficiaries based on race, color, religion, sex, gender identity, gender expression, sex characteristics, sexual orientation, pregnancy, national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project, with adjustments made as necessary;
- Inclusion of vulnerable populations;
- Joint identification and definition of key concepts with relevant stakeholders and stakeholder input into project activities;
- Systematic follow up with beneficiaries at specific intervals after the completion of activities to track how beneficiaries are retaining new knowledge as well as applying their new skills.



Activities that are **not** typically allowed include, but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;
- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;
- Micro-loans or similar small business development initiatives;
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

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

#### **B. FEDERAL AWARD INFORMATION**

Primary organizations can submit 1 application in response to the NOFO.

The U.S. government may: (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, and (d) waive irregularities in applications received.

The U.S. government may make award(s) on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The U.S. government reserves the right (though it is under no obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the project description, budget, or other aspects of an application.

DRL anticipates awarding either a grant or cooperative agreement depending on the needs and risk factors of the program. The final determination on award mechanism will be made by the Grants Officer. The distinction between grants and cooperative agreements revolves around the existence of "substantial involvement." Cooperative agreements require greater Federal government participation in the project. If a cooperative agreement is awarded, DRL will undertake reasonable and programmatically necessary substantial involvement. Examples of substantial involvement can include, but are not limited to:

- Active participation or collaboration with the recipient in the implementation of the award;
- Review and approval of one stage of work before another can begin;

- Review and approval of substantive provisions of proposed sub-awards or contracts beyond existing Federal policy;
- Approval of the recipient's budget or plan of work prior to the award.

The authority for this funding opportunity is found in the Foreign Assistance Act of 1961, as amended (FAA).

To maximize the impact and sustainability of the award(s) that result from this NOFO, DRL retains the right to execute non-competitive continuation amendment(s). The total duration of any award, including potential non-competitive continuation amendments, shall not exceed 54 months, or four and a half years. Any non-competitive continuation is contingent on performance and **pending availability of funds**. A non-competitive continuation is not guaranteed, and the Department of State reserves the right to exercise or not to exercise this option.

### C. ELIGIBILITY INFORMATION

**FOR APPLICATION INFORMATION, PLEASE SEE THE PROPOSAL SUBMISSION INSTRUCTIONS (PSI), UPDATED DECEMBER 2021 ON OUR WEBSITE.**

#### *C.1 Eligible Applicants*

DRL welcomes applications from U.S.-based and foreign-based non-profit organizations/nongovernment organizations (NGO) and public international organizations; private, public, or state institutions of higher education; and for-profit organizations or businesses. DRL's preference is to work with non-profit entities; however, there may be some occasions when a for-profit entity is best suited.

Applications submitted by for-profit entities may be subject to additional review following the panel selection process. Additionally, the Department of State prohibits profit to for-profit or commercial organizations under its assistance awards. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR 30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures.

Please see 2 CFR 200.307 for regulations regarding program income.

#### *C.2 Cost Sharing or Matching*

Providing cost sharing, matching, or cost participation is not an eligibility factor or requirement for this NOFO and providing cost share will not result in a more favorable competitive ranking.

#### *C.3 Other*

Applicants should have existing, or the capacity to develop, active partnerships with thematic or in-country partners, entities, and relevant stakeholders, including private sector partners and NGOs, and have **demonstrable experience** in administering successful and preferably similar projects. DRL encourages applications from foreign-based NGOs headquartered in the geographic regions/countries relevant to this NOFO. Applicants may **form consortia** in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. However, one organization should be designated in the proposal as the lead applicant, with the other members designated as sub-award partners. DRL reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis.

DRL is committed to an **anti-discrimination** policy in all of its projects and activities. DRL welcomes applications irrespective of race, ethnicity, color, creed, national origin, gender, sexual orientation, gender identity, disability, or other status. DRL seeks applications that demonstrate that the recipient does not discriminate against any beneficiaries in implementation of a potential award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. This includes, for example, race, color, religion, sex (including gender identity, gender expression, sex characteristics, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status. The recipient should insert this provision, including this paragraph, in all sub-grants and contracts under a potential award.

Any applicant listed on the Excluded Parties List System in the System for Award Management (SAM.gov) ([www.sam.gov](http://www.sam.gov)) and/or has a current debt to the U.S. government is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity or person listed on the Excluded Parties List System in SAM.gov can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM.gov to ensure that no ineligible entity or person is included in their application.

## **D. APPLICATION AND SUBMISSION INFORMATION**

### ***D.1 Address to Request Application Package***

Applicants can find application forms, kits, or other materials needed to apply on [www.grants.gov](http://www.grants.gov) and SAMS Domestic (<https://mygrants.servicenowservices.com>) under the announcement title "DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza," funding opportunity number "SFOP0008613." **Although solicitation details will be available via SAMS Domestic, please note that all applications in response to this NOFO must be submitted via [www.grants.gov](http://www.grants.gov).** Please contact the DRL point of contact listed in Section G if requesting reasonable accommodations for persons with disabilities or for security reasons. Please note that reasonable accommodations do not include deadline extensions.

## ***D.2 Content and Form of Application Submission***

For all application documents, please ensure:

- All documents are in English and all costs are in U.S. Dollars. If an original document within the application is in another language, an English translation must be provided (please note the Department of State, as indicated in 2 CFR 200.111, requires that English is the official language of all award documents). If any document is provided in both English and a foreign language, the English language version is the controlling version;
- All pages are numbered, including budgets and attachments;
- All documents are formatted to 8 ½ x 11 paper; and,
- All documents are single-spaced, 12-point Times New Roman font, with 1-inch margins. Captions and footnotes may be 10-point Times New Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

### ***D.2.1 Application Requirements***

Complete applications must include the following:

- 1) Completed and signed **SF-424**, **SF-424A**, and **SF-424B** forms. Please see SF-424 instructions in Section 2B of the PSI.
- 2) Organizations that engage in lobbying the U.S. government, including Congress, or pay for another entity to lobby on their behalf, are also required to complete the **SF-LLL** "Disclosure of Lobbying Activities" form (**only if applicable**). Please see SF-LLL guidance in Section 2B of the PSI.
- 3) **Cover Page** (not to exceed one (1) page, preferably as a Word Document) that includes a table with the organization name, project title, target country/countries, project synopsis, and name and contact information for the application's main point of contact. Please see *Cover Page* Section 2C of the PSI for a template and more details.
- 4) **Executive Summary** (not to exceed one (1) page, preferably as a Word Document) that outlines project goals, objectives, activities, etc.
  - **The Executive Summary should include a brief section that explicitly states: (1) the problem statement addressed by the project, (2) research-based evidence justifying the unique project approach, and (3) quantifiable project outcomes and impacts.**
- 5) **Table of Contents** (not to exceed one (1) page, preferably as a Word Document) listing all documents and attachments with page numbers.
- 6) **Proposal Narrative** (not to exceed ten (10) pages, preferably as a Word Document). Please note the ten-page limit **does not include** the Cover Page, Executive Summary, Table of Contents, Attachments, Detailed Budget, Budget Narrative, Audit, or NICRA.

Applicants are encouraged to combine multiple documents into a single Word Document or PDF (i.e. Cover Page, Table of Contents, Executive Summary, and Proposal Narrative in one file). Please see *Proposal Narrative Guidelines* in Section 2F of the PSI for more details.

- The Proposal Narrative should demonstrate the applicant's commitment to ensuring the participation of all people as a strategy for implementation. Please integrate inclusion strategies in all sections of the Proposal Narrative to enhance programmatic impact.

- 7) **Budget** (preferably as an Excel workbook) that includes three (3) columns containing the request to DRL, any cost sharing contribution, and the total budget. A summary budget should also be included using the OMB-approved budget categories (see SF-424A as a sample) in a separate tab. Costs must be in U.S. Dollars. Detailed line-item budgets for sub-grantees should be included as additional tabs within the Excel workbook (if available at the time of submission).

Please see *Budget Guidelines* Section 2G of the PSI for more information.

- The programming approach should be dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Please include costs associated with this commitment in the Budget and Budget Narrative.

- 8) **Budget Narrative** (preferably as a Word Document) that includes substantive explanations and justifications for each line item in the detailed budget spreadsheet, as well as the source and a description of all cost-share offered. Please see *Budget Guidelines* Section 2G of the PSI for more information.

- 9) The organization's most recent **audit**, if applicable. This should be a single audit, program-specific audit, or other audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Please see *Audit* Section 2H of the PSI for more information.

- 10) **Logic Model** (preferably as a Word Document). Please see *Logic Model* Section 2I of the PSI for more information.

- 11) **Monitoring and Evaluation Narrative** (not to exceed four (4) pages, preferably as a Word Document). Please see *Monitoring and Evaluation Narrative* Section 2J of the PSI for more information.

- As stated within the DRL Guide to Program Monitoring and Evaluation (p. 6): DRL strongly encourages applicants to consider whether their monitoring and evaluation systems are utilizing human rights-based approaches, applying a gender and equity lens, or include the participation of sub-grantees and project participants. Within the Monitoring and Evaluation Narrative, applicants should demonstrate their commitment to inclusive strategies and consider whether evaluation design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. direct beneficiaries, sub-grantees). Applicants should still make adequate provisions to

protect the privacy of human subjects when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols.

- 12) **Monitoring and Evaluation Plan** (preferably as a Word Document or Excel Sheet). Please see *Monitoring and Evaluation Plan* Section 2J of the PSI for more information.
- 13) **Risk Analysis** (preferably as a Word Document). Please see *Risk Analysis* Section 2K of the PSI for more information on this requirement, including Do No Harm principles and Preventing Sexual Exploitation and Abuse (PSEA) policies/plans.
- 14) **Key Personnel** (not to exceed two (2) pages, preferably as a Word Document). Please include short bios that highlight relevant professional experience. Given the limited space, CVs are not recommended for submission.
- 15) **Timeline** (not to exceed one (1) page, preferably as a Word Document or Excel Sheet). The timeline of the overall proposal should include activities, evaluation efforts, and program closeout.
- 16) **Gender and Inclusion Analysis** (not to exceed three (3) pages, preferably as a Word Document) that provides a concise analysis of relevant gender norms, equity and equality for underserved communities and marginalized populations, power relations, and conflict dynamics in target countries. Potential domains of analysis include institutional practices and barriers, cultural norms, gender roles, access to and control over assets and resources, and patterns of decision-making. Applicants should briefly explain how they have integrated findings from their analysis into project design and/or other proposal documents, including a plan for regularly reviewing and updating the gender and inclusion analysis with local partners/beneficiaries, and making any necessary adjustments to program implementation. A set of guiding questions can be found in Section 2L of the PSI.
- 17) **Security Plan** addressing any issues involving in-person events and recruitment for said events, and safety for any online programs or communications, including independent IT security audits (to include a vulnerability assessment) of any proposed web application or platform. Organization's Security Plan should demonstrate consideration of the risks identified in the submitted risk assessment. Costs may also be identified within the budget and budget narrative. Applicants are also encouraged to include contingency plans for in-person or online activities.
- 18) **Contingency Plan** for proposed activities should the originally planned activities not be able to be implemented. The Contingency Plan should be submitted as an additional annex. Applicants should demonstrate consideration of the risks identified in the submitted risk assessment and include specific alternative activities or locations as part of the Contingency Plan. Any proposed "plan" must comply with 2CFR200.433 – Contingency provisions. Plans must not include unallocable or unallowable expenses and

must not result in a larger Total Award Value than the identified as the “competition ceiling.” DRL requires prior approval by the Grants Officer of the “plan” before any activities can take place, or costs can be incurred against the “plan.”

19) **Lessons Learned** (not to exceed one (1) page, preferably as a Word Document) from past programs in Israel, the West Bank, and/or Gaza that demonstrate how the implementer has safely operated and responded to programmatic challenges, learning from both successes and failures, in the operating environment. To be incorporated into the ten (10) pages allowed for “Proposal Narrative.”

20) **Psychosocial Assistance** (to be incorporated into the ten (10) pages allowed for “Proposal Narrative,” and into “Budget” and “Budget Narrative”). A section in the proposal, budget, and budget narrative to reflect appropriate resources and support for the psychosocial health of staff (i.e., activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).

References: For reference to international guidance, please see the following: Core Humanitarian Standard Commitment 8.9

(<https://corehumanitarianstandard.org/files/files/CHS-Guidance-Notes-and-Indicators.pdf>); and IASC Guidelines on Mental Health and Psychosocial Support

in Emergency Settings Action Sheet 4.4

([http://www.who.int/mental\\_health/emergencies/guidelines\\_iasc\\_mental\\_health\\_psychosocial\\_june\\_2007.pdf](http://www.who.int/mental_health/emergencies/guidelines_iasc_mental_health_psychosocial_june_2007.pdf)).

**Applications that do not include the elements listed above will be deemed technically ineligible.**

#### ***D.2.2 Additional Application Documents***

Strong applications will also contain the following:

- Individual Letters of Support and/or Memorandum of Understanding. Letters of support and MOUs must be specific to the project implementation (e.g. from proposed partners or sub-award recipients) and will not count towards the page limit.

***Please refer to the Proposal Submission Instructions (PSI), updated December 2021, on DRL’s website for detailed guidance on the documents above: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>. For an application checklist and sample templates please see the Resources page on DRL’s website: <https://www.state.gov/resources-for-programs-and-grants/>. The sample templates provided on the DRL website are suggested, but not mandatory.***

DRL reserves the right to request additional documents not included in this NOFO.

Additionally, to ensure that all applications receive a balanced evaluation, the DRL review panel will review from the first page of each section up to the page limit and no further.

Note: If ultimately provided with a notification of non-binding intent to make a Federal award, applicants typically have two to three weeks to provide additional information and documents

requested in the notification of intent. The deadlines may vary in each notification of intent and applicants must adhere to the stated deadline in the notification of intent.

### ***D.2.3 Additional Information Requested For Those Receiving Notification of Intent***

Successful applicants must submit, after notification of intent to make a Federal award, but prior to issuance of a Federal award:

- Written responses and revised application documents addressing conditions and recommendations from the DRL review panel;
- A copy of the applicant's latest NICRA as a PDF file, if the applicant has a NICRA and includes NICRA charges in the budget;
- A completed copy of the Department's Financial Management Survey, if receiving DRL funding for the first time;
- Submission of required documents to register in the Payment Management System managed by the Department of Health and Human Services, if receiving DRL funding for the first time (unless an exemption is provided);
- Other requested information or documents included in the notification of intent to make a Federal award or subsequent communications prior to issuance of a Federal award;
- Applicants who submit their applications through Grants.gov will be required to create a SAMS Domestic account in order to accept the final award. Accounts must be logged into to every 60 days in order to maintain an active account.

### ***D.3 Unique Entity Identifier and System for Award Management (SAM)***

All prime organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI), formerly referred to as DUNS, and an active registration with the SAM.gov **before submitting an application**. DRL may **not** review applications from or make awards to applicants that have not completed all applicable UEI and SAM.gov requirements. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

The 2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at the time of application but will be required before the award is processed and/or directed to a sub-grantee.

***Note: The process of obtaining a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS), a Commercial and Government Entity (CAGE) code, and a UEI number prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS, but do need a NATO CAGE (NCAGE) code and UEI number prior to registering in SAM.gov.



All prime organizations must also continue to maintain active SAM.gov registration with current information at all times during which they have an active Federal award or application under consideration by a Federal award agency. SAM.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov and to maintain that active registration. If an applicant has not fully complied with the requirements at the time of application, the applicant may be deemed technically ineligible to receive an award and use that determination as a basis for making an award to another applicant.

For further guidance on the registration process, please see the SAM.gov Registration Guide on DRL's website: <https://www.state.gov/resources-for-programs-and-grants/>. Please refer to 2 CFR 25.200 for additional information. Also, please refer to Section D.5 - Funding Restriction of the NOFO.

**Note: SAM.gov is not the same as SAMS Domestic. It is free to register in both systems, but the registration processes are different.**

*Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to www.SAM.gov, click "HELP" in the top navigation bar, then click "International Registrants" in the left navigation panel. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should review the website for the most up-to-date guidance.*

### **D.3.1 Exemptions**

An exemption from these requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least **two weeks prior to the deadline in the NOFO providing a justification of their request**. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

*Note: Foreign organizations will be required to register with the NATO Support Agency (NSPA) to receive a NCAGE code in order to register in SAM.gov. NSPA will forward your registration request to the applicable National Codification Bureau (NCB) if your organization is located in a NATO or Tier 2 Sponsored Non-NATO Nation. As of September 2021, NATO nations included Albania, Belgium, Bulgaria, Canada, Croatia, Czech Republic, Denmark, Estonia, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, United Kingdom, and the United States of America. As of September 2021, Tier 2 nations included Argentina, Australia, Austria, Brazil, Colombia, Finland, India, Indonesia, Israel, Japan, Republic of Korea, Malaysia, Morocco, New Zealand, Serbia, Singapore, Sweden, Ukraine, and United Arab Emirates.*

*NSPA and/or the appropriate NCB forwards all NCAGE code information to all Allied Committee 135 (AC/135) nations, which as of September 2021 also included Algeria, Belarus, Bosnia & Herzegovina, Brunei Darussalam, Chile, Egypt, Georgia, Jordan, Oman, Pakistan, Peru, Qatar, Saudi Arabia, South Africa, and Thailand. **All organizations are strongly advised to take this into consideration when assessing whether registration may result in possible endangerment.***

#### ***D.4 Submission Dates and Times***

**Applications are due no later than 11:59 PM Eastern Standard Time (EST), on **WEDNESDAY, APRIL 13, 2022** on <https://www.grants.gov/> under the announcement title **“DRL Strengthening Human Rights and Accountability in Israel and the West Bank and Gaza,”** funding opportunity number **“SFOP0008613.”****

Grants.gov automatically logs the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Known system errors caused by Grants.gov that are outside of the applicant’s control will be reviewed on a case by case basis. Applicants should not expect a notification upon DRL receiving their application.

#### ***D.5 Funding Restrictions***

DRL will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Please refer the link for Foreign Terrorist Organizations: <https://www.state.gov/foreign-terrorist-organizations/> Project activities whose direct beneficiaries are foreign militaries or paramilitary groups or individuals will not be considered for DRL funding given purpose limitations on funding.

In accordance with Department of State policy for terrorism, applicants are advised that successful passing of vetting to evaluate the risk that funds may benefit terrorists or their supporters is a condition of award. If chosen for an award, applicants will be asked to submit information required by DS Form 4184, Risk Analysis Information (attached to this solicitation) about their company and its principal personnel. Vetting information is also required for all sub-award performance on assistance awards identified by the Department of State as presenting a risk of terrorist financing. Vetting information may also be requested for project beneficiaries and participants. Failure to submit information when requested, or failure to pass vetting, may be grounds for rejecting your proposal prior to award.

The Leahy Law prohibits Department foreign assistance funds from supporting foreign security force units if the Secretary of State has credible information that the unit has committed a gross violation of human rights. Per 22 USC §2378d(a) (2017), “No assistance shall be furnished under this chapter [FOREIGN ASSISTANCE] or the Arms Export Control Act [22 USC 2751 et seq.] to any unit of the security forces of a foreign country if the Secretary of State has credible information that such unit has committed a gross violation of human rights.” Restrictions may apply to any proposed assistance to police or other law enforcement. Among these, pursuant to section 620M of the Foreign Assistance Act of 1961, as amended (FAA), no assistance provided through this funding opportunity may be furnished to any unit of the security forces of a foreign

country when there is credible information that such unit has committed a gross violation of human rights. In accordance with the requirements of section 620M of the FAA, also known as the Leahy law, project beneficiaries or participants from a foreign government's security forces may need to be vetted by the Department before the provision of any assistance. If a proposed grant or cooperative agreement will provide assistance to foreign security forces or personnel, compliance with the Leahy Law is required.

U.S. foreign assistance for Burma or Burmese beneficiaries is subject to restrictions. This includes restrictions, pursuant to section 7043(a)(3) of the Department of State, Foreign Operations, and Related Programs Appropriations Act, 2020 (Div. G, P.L. 116-94)(SFOAA), on funds appropriated under title III of the act for assistance for Burma. Section 7043(a)(3) provides that such funds "may not be made available to any organization or entity controlled by the armed forces of Burma, or to any individual or organization that advocates violence against ethnic or religious groups or individuals in Burma, as determined by the Secretary of State." In addition, funds cannot be made available to any individual or organization that has committed serious human rights abuse.

Organizations should be cognizant of these restrictions when developing project proposals as these restrictions will require appropriate due diligence of program beneficiaries and collaboration with DRL to ensure compliance with these restrictions. Program beneficiaries subject to due diligence vetting will include any individuals or entities that are beneficiaries of foreign assistance funding or support. Due diligence vetting will include a review of open-source materials.

Federal awards generally will not allow reimbursement of pre-award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis. Generally, construction costs are not allowed under DRL awards. For additional information, please see the DRL Proposal Submission Instructions (PSI) for Applications: <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

#### ***D.6 Application Submission***

**All application submissions must be made electronically via [www.grants.gov](http://www.grants.gov). Please note that the Grants.gov registration process can take ten (10) business days or longer, even if all registration steps are completed in a timely manner.**

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov. Applicants are required to document that the application has been received by Grants.gov in its entirety. DRL bears no responsibility for disqualification that result from applicants not being registered before the due date, for system errors in Grants.gov, or other errors in the application process. Additionally, applicants must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully.

Faxed, couriered, or emailed documents will not be accepted. Reasonable accommodations may, in appropriate circumstances, be provided to applicants with disabilities or for security reasons. Applicants must follow all formatting instructions in the applicable NOFO and these instructions.

DRL encourages organizations to **submit applications during normal business hours** (Monday – Friday, 9:00AM-5:00PM Eastern Standard Time (EST)). If an applicant experiences technical difficulties and has contacted the appropriate helpdesk but is not receiving timely assistance (e.g. if you have not received a response within 48 hours of contacting the helpdesk), you may contact the DRL point of contact listed in the NOFO in Section G. The point of contact may assist in contacting the appropriate helpdesk.

*Note: The Grants Officer will determine technical eligibility of all applications.*

### **Grants.gov Applications:**

Please be advised that completing all the necessary registration steps for obtaining a username and password from Grants.gov **can take ten (10) business days or longer.**

Please refer to the Grants.gov website for definitions of various "application statuses" and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from Grants.gov upon the successful submission of an application. Validation of an electronic submission via Grants.gov can take up to two business days. Additionally, organizations **must** remember to save a screenshot of the checklist showing all documents submitted in case any document fails to upload successfully.

### **Grants.gov Helpdesk:**

For assistance with Grants.gov, please call the Contact Center at +1 (800) 518-4726 or email [support@grants.gov](mailto:support@grants.gov). The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

See <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/> for a list of federal holidays.

## **E. APPLICATION REVIEW INFORMATION**

### ***E.1 Proposal Review Criteria***

The DRL review panel will evaluate each application individually against the following criteria, listed below in order of importance, and not against competing applications. Please use the below criteria as a reference, but **do not structure your application according to the sub-sections.**

#### **Quality of Project Idea**

Applications should be responsive to the program framework and policy objectives identified in the NOFO, appropriate in the country/regional context, and should exhibit originality, substance, precision, and relevance to DRL's mission of promoting human rights and democracy. Projects should have the potential to have an immediate impact leading to long-term, sustainable reforms. DRL prefers new approaches that do not duplicate efforts by other entities. This does not exclude from consideration projects that improve upon or expand existing successful projects in a new and complementary way. In countries where similar activities are already taking place, an explanation should be provided as to how new activities will not duplicate or merely add to

existing activities and how these efforts will be coordinated. Proposals that promote creative approaches to recognized ongoing challenges are highly encouraged. DRL prioritizes project proposals with inclusive approaches for advancing these rights.

#### Project Planning/Ability to Achieve Objectives

A strong application will include a clear articulation of how the proposed project activities contribute to the overall project objectives, and each activity will be clearly developed and detailed. A comprehensive monthly work plan should demonstrate substantive undertakings and the logistical capacity of the organization. Objectives should be ambitious yet measurable, results-focused and achievable in a reasonable timeframe. A complete application must include a Logic Model to demonstrate how the project activities will have an impact on its proposed objectives. The Logic Model should match the objectives, outcomes, key activities, and outputs described in the narrative. Applications should address how the project will engage relevant stakeholders and should identify local partners as appropriate.

If local partners have been identified, DRL strongly encourages applicants to submit letters of support from proposed in-country partners. Additionally, applicants should describe the division of labor among the direct applicant and any local partners. If applicable, applications should identify target geographic areas for activities, target participant groups or selection criteria for participants, and the specific roles of sub-awardees, among other pertinent details.

DRL recognizes that all programs have some level of risk due to internal/external variables that have the potential to adversely affect a program. Risk management should address how the program design incorporates the identification, assessment, and management of key risk factors. DRL will review the Risk Analysis based on the organization's ability to identify risks that could have an impact on the overall program as well as how the organization will manage these risks.

#### Institution's Record and Capacity

DRL will consider the past performance of prior recipients and the demonstrated potential of new applicants. Applications should demonstrate an institutional record of successful democracy and human rights programs, including responsible fiscal management and full compliance with all reporting requirements for past grants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's objectives. Projects should have potential for continued funding beyond DRL resources.

#### Addressing Barriers to Equal Participation

DRL strives to ensure its projects advance the rights and uphold the dignity of all persons. As the U.S. government's lead bureau dedicated to promoting democratic governance, DRL requests a programming approach dedicated to strengthening inclusive societies as a necessary pillar of strong democracies. Discrimination, violence, inequity, and inequality targeting any members of society undermines collective security and threatens democracy. DRL prioritizes inclusive and integrated program models that assess and address the barriers to access for individuals and groups based on their race, ethnicity, religion, income, geography, gender identity, sexual orientation, or disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Applicants should describe how programming will impact all of its beneficiaries, including

support for underserved and underrepresented communities. This approach should be an integral part of both the concept and explicit design, and implementation of all proposed project activities, objectives, and monitoring. Strong proposals will provide specific analysis, measures, and corresponding targets as appropriate. Stakeholders shall identify the difference between opportunities and barriers to access, and design programs accordingly to not perpetuate these inequalities, but rather enhance programmatic impact by including all people in society. The goal of this approach is to bring communities and those in power together in support of more stable and secure societies.

#### Cost Effectiveness

DRL strongly encourages applicants to clearly demonstrate project cost-effectiveness in their application, including examples of leveraging institutional and other resources. However, cost-sharing or other examples of leveraging other resources are not required. Inclusion of cost-sharing in the budget does not result in additional points awarded during the review process. Budgets should have low and/or reasonable overhead and administration costs, and applicants should provide clear explanations and justifications for these costs in relation to the work involved. All budget items should be clearly explained and justified to demonstrate necessity, appropriateness, and connection to the project objectives.

*Please note: If cost share is included in the budget, the recipient must maintain written records to support all allowable costs that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such records are subject to audit. In the event the recipient does not meet the minimum amount of cost-sharing as stipulated in the recipient's budget, DRL's contribution may be reduced in proportion to the recipient's contribution.*

#### Multiplier Effect/Sustainability

Applications should clearly delineate how elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect will have an impact beyond the direct beneficiaries of the grant (e.g. participants trained under a grant go on to train other people; workshop participants use skills from a workshop to enhance a national level election that affects the entire populace). A strong sustainability plan may include demonstrating continuing impact beyond the life of a project or garnering other donor support after DRL funding ceases.

#### Project Monitoring and Evaluation

Complete applications will include a detailed M&E Narrative and M&E Plan, which detail how the project's progress will be monitored and evaluated. Incorporating well-designed monitoring and evaluation processes into a project is an efficient method for documenting the change (intended and unintended) that a project seeks. Applications should demonstrate the capacity to provide objectives with measurable outputs and outcomes.

The quality of the M&E sections will be judged on the narrative explaining how both monitoring and evaluation will be carried out and who will be responsible for those related activities. The M&E Narrative should explain how an external evaluation will be incorporated into the project implementation plan or how the project will be systematically assessed in the absence of one.

Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the narrative.

The output and outcome-based performance indicators should not only be separated by project objectives but also should match the objectives, outcomes, and outputs detailed in the Logic Model and Proposal Narrative. Performance indicators should be clearly defined (i.e., explained how the indicators will be measured and reported) either within the table or with a separate Performance Indicator Reference Sheet (PIRS). For each performance indicator, the table should also include baselines and quarterly and cumulative targets, data collection tools, data sources, types of data disaggregation, and frequency of monitoring and evaluation. There should also be metrics to capture how project activities target those who face discrimination due to their religion, gender, disabilities, ethnicity or sexual orientation and gender identity, where applicable. Please see the section on *Monitoring and Evaluation Plan* in the Proposal Submission Instructions (PSI) for more information on what is required in the plan.

## ***E.2 Review and Selection Process***

DRL strives to ensure that each application receives a balanced evaluation by a DRL review panel. The Department's Office of Acquisitions Management (AQM) will determine technical eligibility for all applications. All technically eligible applications for a given NOFO are reviewed against the same seven criteria, which include quality of project idea, project planning/ability to achieve objectives, institutional record and capacity, inclusive programming, cost effectiveness, multiplier effect/sustainability, and project monitoring and evaluation.

Additionally, the DRL review panel will evaluate how the application addresses the NOFO request, U.S. foreign policy goals, and the priority needs of DRL overall. DRL may also take into consideration the balance of the current portfolio of active projects, including geographic or thematic diversity, if needed.

In most cases, the DRL review panel includes representatives from DRL, the appropriate Department of State regional bureau (to include feedback from U.S. embassies), and U.S. Agency for International Development (USAID) (to include feedback from USAID missions). In some cases, additional panelists may participate, including from other Department of State bureaus or offices; U.S. government departments, agencies, or boards; representatives from partner governments; or representatives from entities that are in a public-private partnership with DRL. At the end of the panel's discussion about an application, the review panel votes on whether to recommend the application for approval by the DRL Assistant Secretary. If more applications are recommended for approval than DRL can ultimately fund, the review panel will rank the recommended applications in priority order for consideration by the DRL Assistant Secretary. The Grants Officer Representative (GOR) for the eventual award does not vote on the panel. All panelists must sign non-disclosure agreements and conflicts of interest agreements.

DRL review panels may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of DRL funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

## **F. FEDERAL AWARD ADMINISTRATION INFORMATION**

### ***F.1 Federal Award Notices***

DRL will provide a separate notification to applicants on the result of their applications. Successful applicants will receive a letter electronically via email requesting that the applicant respond to review panel conditions and recommendations. This notification is not an authorization to begin activities and does not constitute formal approval or a funding commitment.

Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; being registered in required systems, including the U.S. government's Payment Management System (PMS), unless an exemption is provided; and completing and providing any additional documentation requested by DRL or AQM. Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer.

The notice of Federal award signed by the Department's warranted Grants Officers is the sole authorizing document. If awarded, the notice of Federal award will be provided to the applicant's designated Authorizing Official via SAMS Domestic to be electronically counter-signed in the system.

### ***F.2 Administrative and National Policy and Legal Requirements***

DRL requires all recipients of foreign assistance funding to comply with all applicable Department and Federal laws and regulations, including but not limited to the following: The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards set forth in 2 CFR Chapter 200 (Sub-Chapters A through F) shall apply to all non-Federal entities, except for assistance awards to Individuals and Foreign Public Entities. Sub-Chapters A through E shall apply to all foreign organizations, and Sub-Chapters A through D shall apply to all U.S. and foreign for-profit entities. The applicant/recipient of the award and any sub-recipient under the award must comply with all applicable terms and conditions, in addition to the assurance and certifications made part of the Notice of Award. The Department's Standard Terms and Conditions can be viewed at <https://www.state.gov/about-us-office-of-the-procurement-executive/>.

Additionally, DRL supports implementation of the Women Peace and Security Act of 2017, which highlights the U.S. commitment to the meaningful participation of women in conflict prevention, management, and resolution. For additional information, please refer to the following link: <https://www.congress.gov/bill/115th-congress/senate-bill/1141>.

Due to the determination made under the Trafficking Victims Protection Act (TVPA) for FY 2021, assistance that benefits the governments of the following countries may be subject to a restriction under the TVPA. The Department of State determines on a case-by-case basis what constitutes assistance to a government; the general principles listed below apply.

Assistance to the government includes:



- All branches of government (executive, legislative, judicial) at all levels (national, regional, local);
- Public schools, universities, hospitals, and state-owned enterprises, as well as government employees;
- Cash, training, equipment, services, or other assistance provided directly to the government, assistance provided to an NGO or other implementer for the benefit of the government, and assistance to government employees.

Additional requirements may be included depending on the content of the program.

### ***F.3 Reporting***

Applicants should be aware that DRL awards will require that all reports (financial and progress) are uploaded to the grant file in SAMS Domestic on a quarterly basis. The Federal Financial Report (FFR or SF-425) is the required form for the financial reports and must be submitted in PMS, as well as a copy from PMS then uploaded to the grant file in SAMS Domestic. The progress reports uploaded to the grant file in SAMS Domestic must include a narrative as described below and Project Indicators (or other mutually agreed upon format approved by the Grants Officer) for the F Framework indicators. The F Framework indicators will be reviewed and negotiated during the final stages of issuing an award.

Narrative progress reports should reflect the focus on measuring the project's impact on the overarching objectives and should be compiled according to the objectives, outcomes, and outputs as outlined in the award's Scope of Work (SOW) and in the Monitoring & Evaluation Narrative. An assessment of the overall project's impact should be included in each progress report. Where relevant, progress reports should include the following sections:

- Relevant contextual information (limited);
- Explanation and evaluation of significant activities of the reporting period and how the activities reflect progress toward achieving objectives, including meeting benchmarks/targets as set in the M&E Plan. In addition, attach the M&E Plan, comparing the target and actual numbers for the indicators;
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and agendas, participant surveys, photos, manuals, etc.) as separate attachments;
- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and a corrective action plan with an updated timeline of activities;
- Reasons why established goals were not met;
- Data for the required F Framework indicator(s) for the quarter as well as aggregate data by fiscal year;
- Program Indicators or other mutually agreed upon format approved by the Grants Officer;
- Proposed activities for the next quarter; and,

- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

**Foreign Assistance Data Review:** As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

A final narrative and financial report must also be submitted within 120 days after the expiration of the award.

Please note: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipient's ability to receive future U.S. government funds. DRL reserves the right to request any additional programmatic and/or financial project information during the award period.

#### **G. CONTACT INFORMATION**

For technical submission questions related to this NOFO, please contact DRL-NEAProgramInfo@state.gov.

For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at +1 (800) 518-4726 or email support@grants.gov. The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

For a list of federal holidays visit:

<https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>

Except for technical submission questions, during the NOFO period U.S. Department of State staff in Washington and overseas shall not discuss this competition with applicants until the entire proposal review process has been completed and rejection and approval letters have been transmitted.

#### **H. OTHER INFORMATION**

Applicants should be aware that DRL understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DRL cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

The information in this NOFO and "Proposal Submission Instructions for Applications" is binding and may not be modified by any DRL representative. Explanatory information provided

by DRL that contradicts this language will not be binding. Issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. government. DRL reserves the right to reduce, revise, or increase proposal budgets.

This NOFO will appear on [www.grants.gov](http://www.grants.gov), [SAMS Domestic](#), and DRL's website <https://www.state.gov/bureau-of-democracy-human-rights-and-labor/programs-and-grants/>.

#### Background Information on DRL and General DRL Funding

DRL has the mission of promoting democracy and protecting human rights globally. DRL supports projects that uphold democratic principles, support and strengthen democratic institutions, promote human rights, prevent atrocities, combat and prevent violent extremism, and build civil society around the world. DRL typically focuses its work in countries with egregious human rights violations, where democracy and human rights advocates are under pressure and where governments are undemocratic or in transition.

Additional background information on DRL and its efforts can be found on <https://www.state.gov/bureaus-offices/under-secretary-for-civilian-security-democracy-and-human-rights/bureau-of-democracy-human-rights-and-labor/>.

OBTAINED BY AMERICAN FIRST LEGAL FOUNDATION THROUGH LITIGATION