



Request for Proposals (RFP) for the IDEAS Grant Competition

RFP Issuance Date: November 16, 2020
Webinar Date/Time: December 10, 2020, 2:00pm Eastern Time
Closing Date/Time: February 26, 2021, 11:59pm Eastern Time

Dear prospective applicant,

World Learning is pleased to announce the IDEAS (Increase and Diversify Education Abroad from U.S. Students) grant competition for all accredited U.S. colleges and universities under the Capacity Building Program for U.S. Study Abroad. IDEAS is a program of USA Study Abroad, which is a component of the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA). The purpose of this announcement is to invite U.S. colleges and universities to submit applications for projects to create, expand, and/or diversify outbound study abroad programs and/or resources that align with U.S. foreign policy goals, as determined by the U.S. Department of State. Successful applicants must demonstrate a strong and sustainable plan that leads to increasing the number of U.S. students (primarily, though not exclusively, undergraduates) who study abroad in the near term. The program seeks to engage the full diversity of U.S. higher education, including community colleges and Minority Serving Institutions (MSI).

On behalf of the U.S. Department of State's USA Study Abroad office, World Learning anticipates awarding approximately 24 grants for a maximum funding level of up to \$35,000 each. The grant period of performance will be up to 15 months, starting on or about June 1, 2021 and running through August 31, 2022. World Learning will oversee the grants awarded under this RFP.

Applications must be submitted **by February 26, 2021 at 11:59pm Eastern Standard Time** via the IDEAS grant competition [application portal](#). Should your institution be unable to access and/or submit an online application, please email IDEAS@worldlearning.org to inquire about alternative submission options. **Applications submitted after the closing date and time will not be considered.** There are no exceptions.

We invite your questions concerning this RFP; please submit them to IDEAS@worldlearning.org with "IDEAS FY20 Application" in the subject line. A list of [frequently asked questions](#) from previous grant competitions is posted on the program [website](#). It will be updated on or about December 17, 2020, and if necessary, again on or about January 11, 2021. Additionally, World Learning will host an optional but recommended webinar to discuss the grant competition on December 10, 2020 from 2:00pm to 3:00pm Eastern Standard Time. A recording of the webinar will also be shared on the program website. Please see [Section B](#) for more information. Additional webinars and resources to support the grant-writing process will be announced at a later date through the program website and listservs.

Issuance of this RFP, or the submission of an application, does not constitute an award commitment on the part of the U.S. Department of State and/or World Learning, nor does it commit the U.S. Department of State and/or World Learning to pay for costs incurred in the preparation and submission of an application. The U.S. Department of State reserves the right not to fund any or all applications received.

Thank you for your consideration of this initiative.

Sincerely,
The IDEAS Team



SECTION A: PROGRAM DESCRIPTION

A.1 Introduction

On behalf of the U.S. Department of State’s USA Study Abroad office in the Bureau of Educational and Cultural Affairs (ECA), World Learning will administer the IDEAS grant competition for U.S. colleges and universities. This document describes the grant competition under which approximately 24 grants will be issued for a maximum funding level of up to \$35,000 each for a period of performance of up to 15 months (approximately June 1, 2021-August 31, 2022). Awards will be made to accredited U.S. colleges and universities to implement projects that create, expand, and/or diversify their undergraduate study abroad programs and/or resources that align with U.S. foreign policy goals, as stated in section A.3. Graduate students may be involved in the planned study abroad programs, but the primary focus should be on undergraduate students. **Proposals may not include requests for funding to cover student costs, including scholarships and travel.** Funds may be used to support U.S. faculty and/or staff travel abroad as well as travel to the United States for faculty and/or staff at higher education institutions overseas. Please review past grantee projects [here](#) for information about previously selected grants.

Grants awarded under IDEAS will be subject to, and administered in accordance with, the [U.S. Department of State’s Standard Terms and Conditions](#).

A.2 Background and Objectives

IDEAS (Increase and Diversify Education Abroad for U.S. Students) is a program of the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by World Learning. IDEAS expands and diversifies American student mobility in support of U.S. foreign policy goals by providing institutional grants and virtual and/or in-person capacity building activities for grant recipients and the larger U.S. study abroad community. The expansion of study abroad at U.S. higher education institutions increases mutual understanding between American students and their international counterparts; develops American students’ international networks and knowledge, particularly as related to U.S. foreign policy priorities; and enhances American students’ readiness for careers that benefit both their local communities and the United States at large. The goals of the program are to:

- Increase the number of American undergraduate students studying and/or interning abroad for credit in the near term;
- Diversify American student mobility, both in terms of the students taking part and the destinations where they travel; and
- Expand U.S. study abroad capacity nationally by providing access to information and best practices through in-person and virtual events, as well as an online library of resources.

A.3 Potential Project Models

IDEAS invites applicants to propose creative and innovative project ideas to increase and diversify study abroad programming. Examples of the types of projects that applicants may propose include, but are not limited to:

- Create a faculty-led study abroad program;



- Create a new study abroad position or office at the college or university;
- Develop study abroad resources, programs, or materials targeting student groups underrepresented in study abroad. This may include but is not limited to students who are racial/ethnic minorities, students in underrepresented majors, students with disabilities, or students from institutions and/or states/territories with traditionally low study abroad numbers.
- Form or further develop relationships with universities in a wide variety of international locations, particularly destinations that are underrepresented in study abroad; and/or
- Develop virtual exchange models and programs that complement in-person exchange programs and campus internationalization goals.

For further examples of project ideas, please review past Grantee Project Descriptions on our [website](#).

All institutions applying for an IDEAS Grant must substantively address one or more of the following U.S. foreign policy goals through their program activities. Competitive proposals will consider these goals in the context of travel and activities abroad as well as potential impact on U.S. communities and students' career readiness. Examples of potential program themes are provided, but applicant institutions will want to demonstrate creativity in selecting topics that are authentic to their institutional mission and goals.

- Countering Disinformation
 - Ex. Communications/journalism, cybersecurity
- Democracy and Human Rights
 - Ex. Governance, human trafficking, immigration, refugees, women's empowerment
- Energy and Natural Resources
 - Ex. Agriculture, food security, natural resources management, renewable energy, rural development
- Economic Development and Entrepreneurship
 - Ex. Business, closing skills gaps in local communities, human resources, infrastructure, manufacturing, resource development
- Public Health
 - Ex. Contagious and infectious diseases, nursing, public health policy and management

NOTE: In the grant proposal, applicants will be asked to indicate which U.S. foreign policy goal(s) their proposed projects plan to address and how they will seek to address it.

TIP: Proposals that request funding to support the development of resources targeting specific student groups, or to create an institution's first study abroad program, may fit best under the *Economic Development and Entrepreneurship* foreign policy goal. The proposal may then detail how the international experience related to the proposed program activities will help students to develop global career skills that they can use to support their future careers or economic development in their local community.

A.4 Eligibility Criteria

To be eligible for consideration, proposals must meet the following eligibility criteria:

1. The grant competition is open to accredited U.S. institutions of higher education physically based in the United States or its territories with a broad range of capacity to administer study abroad programs, including institutions that currently have limited or no experience administering study abroad programs as well as those with established programs;



2. Proposals must support primarily U.S. undergraduate student mobility abroad, although graduate student participation in programs is allowed. Proposals do not need to support the creation or expansion of a specific study abroad program. IDEAS welcomes innovative ideas for how to build study abroad capacity on campus or nationally, for example through the development of resources supporting underrepresented student groups or the development of virtual activities to complement in-person exchanges;
3. Funding may not be used to support student scholarships and costs, including but not limited to tuition, international travel, and meals. Funds may be used to support U.S. faculty and/or staff travel overseas as well as travel for foreign faculty and/or staff to come to the United States to support program development;
4. Proposals can only support U.S. study abroad programming in foreign locations that have a U.S. Department of State Travel Advisory Level 1 or 2. Proposals for programs in locations with a U.S. Department of State Travel Advisory Level 3 or 4 will not be considered.* Please consult the [Travel Advisory list](#).
 - a. *Due to the long-term nature of these small grants, please note that if the location in which you are proposing programming is designated U.S. Department of State Travel Advisory Level 3 due *only* to COVID-19 at the time of application, IDEAS will still consider your proposal eligible. In the event that your institution is selected to receive an IDEAS Grant and the location is still designated a Level 3, even if only due to COVID-19, by the time the grant period begins in summer 2021, then your institution may be asked to alter its program plans. Proposals to locations that are designated a Level 4, even if only due to COVID-19, at the time of application will be ineligible.

END OF SECTION A



SECTION B: APPLICATION INSTRUCTIONS

B1. Application Guidelines

Applicants are encouraged to read this RFP in its entirety and ensure that the application addresses all the items cited in this section and meets the eligibility criteria. All applications must be submitted **by February 26, 2021 at 11:59pm Eastern Standard Time** via the IDEAS online [application portal](#). **Applications submitted after this deadline will not be considered.** There are no exceptions. Applicants are encouraged to review the “Application Portal Instructions” before submitting their application (see Attachment A).

Prospective applicants are encouraged to review the [FAQ document](#) online and join a webinar hosted by World Learning on **Thursday, December 10, 2020 from 2:00pm to 3:00pm Eastern time**. The purpose of the webinar will be to provide an overview of the IDEAS grant competition. Information for joining the webinar via computer, phone, or video system is listed below. A recording of the webinar and related materials will be posted on the IDEAS program [website](#). Additional webinars and/or applicant support will be announced at a later date through the program website and listservs.

IDEAS FY20 Grant Competition Webinar

Date and time: Thursday, December 10, 2020 2:00 pm EST

Duration: 1 hour

[Click here to register and access the event online.](#)

Event number: 120 286 1220

Event password: IDEAS

Access via Video System: 1202861220@worldlearning.webex.com or dial 173.243.2.68 and enter your event number.

Access via phone/audio conference: US Toll +1-415-655-0001

Access code for phone/audio conference: 120 286 1220

B2. Grant Proposal

Applicants responding to this RFP should submit a full grant proposal via the application portal. Should your institution be unable to access and/or submit an online application, please email IDEAS@worldlearning.org to inquire about alternative submission options. A complete grant proposal must not exceed 22 pages and should include a technical proposal and budget documents as explained below. No other documentation should be submitted as it will not be considered by the selection committee. All applications must be typed in a standard letter-sized document (8 ½ x 11”), single-spaced and with 1-inch margins.

PART 1: TECHNICAL PROPOSAL (maximum of 16 pages)

The technical proposal describes how the applicant intends to implement their project. It should be concise, specific, complete, and demonstrate a clear understanding of the work to be undertaken and the responsibilities of all parties involved. The technical proposal must demonstrate how the project will enhance the applicant’s capacity to administer study abroad programs and how it connects to and/or incorporates one or more of the listed foreign policy goals. The technical proposal shall not exceed 16 pages. Applicants must use the following format and outline for their grant proposal and may elect to further divide these sections into subcategories of their choosing.



I. Cover Page (1 page)

Include the name of the institution submitting the application, institution type, MSI status (if applicable), project title, and the contact information (name, title, physical address, phone, email) of the individual responsible for the application.

II. Table of Contents (1 page)

III. Executive Summary (1 page)

The executive summary should be a one-page overview of key features of the proposed project. The summary should include a brief description of the overall project, project objectives, major activities and intended results, a description of the project’s alignment with listed foreign policy goals, and level of funding requested.

IV. Program Description (4-7 pages)

The program description shall be no more than 7 pages. The selection committee will disregard content beyond seven pages. The program description consists of a statement of need, sustainability plan, safety and security plan, and project management plan. Include only information necessary to provide a clear understanding of the proposed activity and the justification for it.

1. Statement of Need

The statement of need should present a sound analytic basis for the proposed approaches, strategies, and activities, including existing, as well as absent, resources and capabilities.

A. Capacity Building Plan

Describe how this project will increase the applicant’s capacity to administer study abroad programs. Clearly articulate a plan that builds institutional capacity to create, expand, and/or diversify U.S. study abroad programs or resources leading to more inclusive and impactful programming that aligns with U.S. foreign policy goals. The applicant must articulate a plan whereby undergraduate students are highly likely to begin study abroad activities in the near term as a result of the proposed activities.

B. Project Activities

Explain what the proposed project will do, how it will do it, and who will participate in the activities and their implementation.

- Outline your theory of change formulated in an “if...then...” statement detailing *how* that change will happen. Be specific about the *type of change* (e.g. institutional capacity, knowledge, skills, partnership development, etc.) as well as the *target of change* (e.g. key individuals, groups, organizations, etc.). In short, explain the imagined impact of the project on your institution’s campus and/or community, as well as how you will share that impact and lessons learned with others.
- Describe the major activities necessary to achieve the anticipated project outcomes;
- Briefly describe the conceptual/theoretical/technical rationale or need for selecting these activities;
- Briefly describe how potential challenges and/or roadblocks to achieving the desired project outcomes will be addressed.

C. Logic Model (1 page, template provided)



For each *problem or issue* identified, indicate the proposed project *activities* designed to address them. For each activity or set of interrelated activities, specify the anticipated project *outputs* and *outcomes*. The outcomes to be achieved should be clearly described and quantified. Describe the assumptions that underlie the project design and logic model and any constraints that may affect project operations or outcomes. Applicants should use the logic model template included as Attachment B of this RFP.

D. Foreign Policy Goal Alignment

Explain the foreign policy goal(s) that your proposed project will align with and detail how your planned project seeks to address this goal. Applicants should seek to fully incorporate the foreign policy goal(s) into their proposed activities and explain how the program will impact their students, faculty, institution, and/or community.

2. Sustainability Plan

The proposal should clearly indicate the applicant’s plan for continuing the proposed activities after the funding period concludes and how the applicant will sustain its capacity to continue to operate and/or grow its study abroad programming after the conclusion of the grant. Applicants should outline a clear connection to the applicant institution’s U.S. student mobility abroad and/or campus internationalization goals. Please also note any institutional support for the proposed program activities and/or study abroad in general at your institution.

3. Project Management Plan

Provide an overview of how the proposed project will be managed. Briefly summarize the staffing structure and roles, responsibilities, and qualifications of key staff responsible for implementing the project.

4. Safety and Security Plan

If the proposed program includes study abroad program travel for staff and/or students outside of the U.S. and its territories, your proposal must outline safety and security procedures for the proposed study abroad programs. Proposals that do not include international travel need not submit a Safety and Security Plan. Proposed plans should address the coronavirus pandemic as well as any other safety and security concerns that may arise if and when international travel is possible under both the terms of the IDEAS Grant and your own institution’s policies.

Grant funding may only support grant-funded travel to locations with U.S. Department of State Travel Advisory Level 1 or 2. Under the terms of the IDEAS Grants, funding cannot support programs in and travel to locations with a U.S. Department of State Travel Advisory Level 3 or 4. Proposals for locations that have a Level 3 designation at the time of application due solely to COVID-19 will be eligible. Applicants that propose programs and travel to a location that has a Travel Advisory Level 3 may be asked to alter their program plans should the Level 3 designation persist due to COVID-19 at the start of the grant period. Programs and travel to locations with a Travel Advisory Level 4 will not be permitted regardless of COVID-19 status.

V. Key Staff Resumes (2 pages)

Please provide no more than two one-page resumes for the key staff responsible for implementing the project. The resumes will be submitted as attachments separate from the program description.

VI. Monitoring and Evaluation Plan (2 pages)



The proposal must include a monitoring and evaluation plan that tracks key data points regarding student participation in study abroad programming, establishes benchmarks, and has measurable objectives. Effective internal monitoring and evaluation of activities, outputs, and outcomes are essential aspects of project management. This section of the application should contain a detailed description of the monitoring systems and mechanisms to be used. For each project *outcome* included in the logic framework, identify an objectively verifiable prospective *indicator* for measuring it and the means of verification. Please also note how the indicators relate to the “if” and “then” components of your theory of change. Where appropriate, use the following categories to disaggregate data: country of study, under-represented student populations, ethnic background, race, disability status, financial aid status, gender, first generation college students, field(s) of study.

Describe your institution’s current capacity to monitor and evaluate project performance. Describe what data collection methods will be used; the source of your data; who will collect the data; the frequency of collection; how data will be analyzed and by whom; how data will be used to monitor implementation and outcomes; and what your indicator’s baseline measure and target values will be for the project. Please note that institutions that receive IDEAS Grant funding will be required to adhere to World Learning and U.S. Department of State monitoring and reporting deadlines and guidelines.

VII. Calendar of Activities (2 pages, template provided)

Describe the main activities to be implemented by month and the staff person responsible for implementing the activity. Inputs and outputs should be realistic and achievable within proposed budget and timeframe and reflect a grasp of necessary steps to ensure effective execution of program activities. The proposed calendar of activities should also be presented in matrix format included as Attachment C of this RFP.

PART 2: BUDGET DOCUMENTS (6 pages)

The applicant should present a budget summary, detailed budget in U.S. dollars, and budget narrative using the instructions/guidelines presented below. If you do not need funds for any particular line item, for example “Supplies,” you may leave this budget line item out. Budgets may not include any profit or fees. As necessary, each line item should include “sub-categories” in the detailed budget presentation as described below.

Cost share is not required as part of an IDEAS Grant budget. However, should your institution choose to provide direct and/or in-kind cost share as part of its proposed budget, please outline the amount per line item in your budget summary, detailed budget, and budget narrative. Cost share totals may raise the total grant budget above \$35,000. Requested funds from IDEAS should not exceed \$35,000.

It is recommended, though not required, that the budget summary and detailed budget be prepared in *Microsoft Excel* or a similar spreadsheet software so that rates, quantities, row totals, and column totals can be reviewed and updated with ease. The budget summary and detailed budget should be included in the same *Microsoft Excel* workbook, i.e. Tab 1: budget summary; Tab 2: detailed budget. The budget summary should also be included on the first page of budget narrative as a reference.

I. Budget Summary (1 page)

- 1. Personnel \$
- 2. Fringe Benefits \$



3. Consultants/Contractual	\$
4. Travel and Transportation	\$
5. Supplies	\$
6. Other Direct Costs	\$
7. Program Activities	\$
8. Indirect Costs	\$
9. Cost Share	\$
TOTAL PROJECT COST	\$
TOTAL IDEAS GRANT FUNDING	\$

II. Detailed Budget (1-2 pages)

You may submit your detailed budget using whatever template is standard at your institution, but the following guidance should be followed to project costs per budget line item:

1. Personnel – This category should include salaries and benefits for full or part-time employees. The individual’s name for each position, if already identified, should be mentioned, as well as the salary rate and level of effort (LOE) (generally either number of days or months).
2. Fringe Benefits – Fringe benefits or other compensation are calculated separately from the base salary, and the budget details should present the amounts in a similar manner. If fringe benefits are paid, the types of fringe benefits should be explained in the budget narrative and their individual costs disclosed in the detailed budget.
3. Consultants/Contractual – A consultant is an individual with a particular profession who possesses a special skill that is hired by the institution for a specific task. However, this individual is not an employee or officer of the institution, and in general no fringe benefits are to be included in the consultant’s rate. The consultant’s “title” (i.e. what service) should be included in the sub-line items in your budget table. The proposed consultant rates (either hourly or daily) and LOE should be mentioned, justified, and addressed in the budget narrative and should form the basis of the calculation in your budget. The budget notes should describe the specific services the consultant will perform. Contractual costs to pay firms or other third parties for services should be included in this line item.
4. Travel and Transportation – The application should indicate the number of trips and the estimated costs. Specify the origin and destination for each proposed trip, duration of travel, and number of individuals traveling. Domestic per diem rates may be accessed at: <https://www.gsa.gov/travel-resources>. International per diem rates may be accessed at https://aoprals.state.gov/web920/per_diem.asp. The following cost categories should be covered and budgeted for under this line item: airfare, lodging, meals and incidentals, taxi/other ground transport, etc. If “standard” rates are used, the source of the standard should be mentioned. **NOTE:** Funding may not be used to support student scholarships, including but not limited to, tuition, international travel, and meals. Funds may be used to support U.S. faculty and/or staff travel overseas as well as travel for foreign faculty and/or staff to come to the United States. All flights will need to be compliant with [the Fly America Act](#).
5. Supplies - This section includes regular office supplies, as well as project-specific supplies.



6. Other Direct Costs – This line item includes costs such as communications, postage, printing, office rent, etc. Also, costs of any non-programmatic professional services, if any, being procured through a contract mechanism should be included here (such as audit costs). The budget narrative should provide a breakdown and support for all other direct costs.
7. Program Activities (if any) – This category should be used if the project includes program-related activities including but not limited to training, workshops, etc. Relatively small program related services may be included in either the Consultant’s section mentioned above or Other Direct Costs.
8. Indirect Cost – Funds should be budgeted here in accordance with the applicant’s institution currently approved Negotiated Indirect Cost Rate Agreement (NICRA). If the applicant does not have a NICRA, an institution may elect to use a de minimis rate of 10% of Modified Total Direct Costs in accordance with 2 [CFR 200.414](#).
9. Cost Share – NOT REQUIRED. Cost-Sharing refers to contributions made from Grantee’s non-federal resources, whether in direct payments for project related expenditures, or in-kind. Examples of in-kind contributions include use of equipment or space, materials, and value of volunteer services, which are not charged to the Grant. In-kind contributions shall be valued using fair market value. All contributions, both cash and in-kind, shall be accepted as part of Grantee’s share when such contributions are:
 - Verifiable from Grantee’s records;
 - Necessary and reasonable for proper and efficient accomplishment of project objectives;
 - Provided for in the budget.
 - Not paid by U.S. Government funds under another award. Grantee provided cost share under this Grant must not be included as a contribution for any other U.S. Government assisted program.

III. Budget Narrative (2-3 pages)

A detailed budget narrative that justifies the costs as appropriate and necessary for the successful completion of proposed activities should be attached to the budget. It is recommended though not required that the budget narrative be prepared in *Microsoft Word* or similar software and should be separate from the summary budget and detailed budget. The budget narrative should be of sufficient detail so that someone unfamiliar with your institution or the proposed activity could review and adequately understand the assumptions/reasonableness and calculation method used. The budget narrative should clearly describe the project and cost assumptions for the U.S. Department of State funded costs. All proposed costs and estimates must be reasonable and allowable in accordance with [2 CFR 200](#).

In summary, all proposed costs must be directly applicable to performing the work under the award, and budgeted amounts should not exceed the market cost/value of an item or service. The level of detail should be at a level whereby specific rates and quantities are disclosed.

END OF SECTION B



Section C: Selection Criteria

C1. Introduction

Applicants should note that the selection criteria presented serve: (1) to identify the significant matters which applicants should address in their applications; and (2) as the standard against which all applications will be evaluated. The application will be evaluated in accordance with the criteria set forth below.

Applications will undergo a preliminary review by the IDEAS team for eligibility, completeness, and responsiveness to the RFP. Applications that do not meet the eligibility criteria, are incomplete, are unresponsive to the RFP, and/or are submitted after the due date will NOT be considered.

C2. Selection Process

All applications deemed eligible and complete by the IDEAS team will be reviewed and evaluated by the selection committee against the selection criteria described below. The selection committee will be comprised of study abroad professionals and faculty from higher education institutions and organizations across the country. The U.S. Department of State will have final approval of funding decisions.

The IDEAS team will use the conclusions and recommendations of the selection committee together with an evaluation of costs to determine if budget and/or programmatic negotiations with an applicant will be required. As noted in the cover letter to this RFP, the costs involved in preparing the application shall not be directly reimbursed by World Learning regardless of the outcome of the negotiations. In addition to the evaluation criteria described herein, the U.S. Department of State reserves the right to consider factors such as institutional and regional diversity, as well as diversity in the types of programs selected for funding in approving the final pool of successful applicants.

C3. Evaluation Criteria

Awards will be made to applicants whose applications offer the greatest value based on the ranking of proposals according to the technical and budget selection criteria identified below:

1. Program Description:
 - a. Statement of Need:
 - i. A clearly articulated plan that builds institutional capacity to create, expand, and/or diversify the population of U.S. students who study abroad and/or the destinations where they study;
 - ii. A clear description of how, as a direct result of the award, the college or university will in the near term increase the number of primarily (though not exclusively) undergraduate students that study and/or intern abroad for academic credit and/or the destinations where they study;
 - iii. A demonstrated commitment to participating in capacity building activities and active engagement in community networks;
 - iv. A commitment to diversity and increasing the representation of underrepresented student populations in study abroad programming; and



- b. Sustainability Plan: A clearly articulated plan to sustain new study abroad programming beyond the grant.
 - c. Project Management Plan: A sound management structure and approach to ensure project effectiveness and efficiency in order to achieve maximum benefits and results.
 - d. Safety and Security Plan: A clearly defined plan to support staff and students in case of emergency during grant program-related travel or other activities that may take place outside of the United States.
 2. Foreign Policy Alignment
 - a. Clear description of how proposed activities and goals align with and substantively incorporate at least one foreign policy goal listed in [Section A](#).
 3. Monitoring and Evaluation Plan: A detailed monitoring and evaluation plan that tracks key data points regarding student and destination diversity, establishes benchmarks, and has measurable objectives.
 4. Calendar of Activities: A detailed plan that indicates when key activities will be implemented and who will be responsible for their implementation. All activities funded by the grant must occur within the estimated grant period, June 1, 2021- August 31, 2022.
 5. Budget: A realistic budget that demonstrates cost effectiveness. All costs must be allowable, allocable, and reasonable.

C.4 Weighting of Evaluation Criteria

Applicants will be evaluated by the selection committee and scored on a scale of 0-100 based on the following criteria.

1. Program Description — 30 points
2. Foreign Policy Alignment – 25 points
3. Monitoring and Evaluation Plan — 15 points
4. Calendar of Activities – 10 points
5. Budget – 20 points

END OF SECTION C