



UNITED STATES EMBASSY  
TO ITALY

## Alumni Small Grants Program 2019

**Opening Date: June 1, 2019**

**Closing Date: July 15, 2019**

**Review grants for eligibility: July 16-22, 2019**

**Grants committee review and selection: July 23-31, 2019**

**Winners announced: August 10, 2019**

### **Grant amount**

Awards from \$5,000 to \$20,000 (smaller grants preferred).

Funding authority rests in Fulbright Hays Act. The source of funding is FY2019 Public Diplomacy Funding.

### **Number of grants**

Up to four grants, subject to availability of funds.

### **Program description**

U.S. Embassy Rome will launch the "Alumni Small Grants Program 2019" to involve alumni in Mission activities and to create a network and community of alumni throughout Italy.

The program is aimed at supporting alumni activities in Italy that promote U.S.-Italy bilateral relations.

### **Eligible Applicants:**

- Italian citizens from all U.S. Exchange programs, including
  - ✓ IVLP – International Visitor Leadership Program
  - ✓ IVLP on demand
  - ✓ Fulbright
  - ✓ BEST Entrepreneurial Experience Project
  - ✓ Benjamin Franklin
  - ✓ YTILI - Young Transatlantic Innovation Leaders Initiative
  - ✓ GES - Global Entrepreneurship Summit
- Registered not-for-profit organizations, including think tanks and civil society/non-governmental organizations with programming experience, where an Alumnus is involved.

Applicants are only allowed to submit one proposal per organization. If more than one proposal is submitted from an organization, all proposals from that institution will be considered ineligible for funding.

In order to be eligible to receive an award, all organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet, as well as a valid registration on [www.SAM.gov](http://www.SAM.gov).

### **Project themes**

Alumni Small Grants Program 2019 will support activities and initiatives on the following themes:

- ✓ U.S. Foreign Policy and Security Issues
- ✓ U.S. Domestic Policies and Politics
- ✓ Italian Domestic and Foreign Policy Issues
- ✓ U.S. Society and culture
- ✓ Civil Society, Human Rights and Migration Issues
- ✓ Judicial and Legal Matters, human rights and democratic governance
- ✓ Economic, Business, Innovation, Entrepreneurship and Trade Matters
- ✓ Science, Technology, Health, Environment and Energy Issues
- ✓ Education
- ✓ Visual, Literary and Performing Arts

### **Project activities**

Workshops, research and studies, training, exhibitions, events, presentations, etc.

Project budget cannot include: expenses incurred outside Italy; purchase of equipment (rental is allowed); office rental and utilities; scholarships; conferences, reception, food and beverage. Fees for personnel cannot exceed 10% of the total project budget.

### **Project timeline**

Project activities must not exceed 12 months, with a start date within 30 days after the grant is executed.

Costs incurred before the official grant period will not be reimbursed.

### **Application instruction**

Applications must be submitted by email to [ItalyAlumni@state.gov](mailto:ItalyAlumni@state.gov), using the templates:

- ✓ [SF 424 \(for organizations\)](#) or
- ✓ [SF 424 I \(for individuals\)](#)
- ✓ [Project proposal template](#)

The email must also contain a CV of all the team members.

The email subject line must read: **U.S. Embassy Rome - Alumni Small Grants Proposal 2019.**

Applications must be received by July 15, 2019.

**Selection criteria**

A committee will evaluate and rate the eligible proposals on the basis of the criteria set below:

- ✓ Project description and management
- ✓ Expected Results
- ✓ Beneficiaries
- ✓ Methodology
- ✓ Project monitoring and evaluation procedure
- ✓ Communication strategy
- ✓ Project impact and sustainability
- ✓ Timeline
- ✓ Budget description

**Projects selected**

The winning proposal will be announced on the Embassy website and Alumni Facebook page after the evaluation process – by Aug. 10.

**Payment Method**

Payments will be made in one or two installments, as needed to carry out the program activities.

**Reporting and monitoring requirements**

Recipients will be required to submit financial reports and program reports. The award document will specify how often these reports must be submitted.

**Contact Information**

Office of Public Affairs

Embassy of the United States

Via Sallustiana, 49 – 00187 Roma

Email: [ItalyAlumni@state.gov](mailto:ItalyAlumni@state.gov)

**Disclaimer**

Applicants can expect to be notified of the status of their application within sixty days of the submission deadline. Issuance of this funding opportunity does not constitute an award commitment on the part of the United States Government. It does not commit the USG to pay for costs incurred in the preparation and submission of proposals. The USG reserves the right to reject any or all proposals received. If a proposal is selected for funding, the U.S. Embassy in Rome has no obligation to provide any additional future funding in connection with the award. The USG reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the project evaluation requirements.