U.S. Embassy Santo Domingo
Public Affairs Section
SMALL GRANT APPLICATION

Note: Application should be filled out in English and typed directly into the form provided. Please use at least a size 12 New Times Roman font and adhere to the length limits of each section.

A. Application Information

Date of this application

Project title

Project total cost *(in U.S. dollars)*

Amount requested from U.S. Embassy *(in U.S. dollars)*

Project duration and approximate start and end dates

Organization's name and brief description of organization's mission *(maximum half page)*

B. Applicant's Information

Name of Applicant

Position in Organization

Address (Street, City, State, Postal Code)

Telephone

Email

C. Project Information

Project Description, goals, and objectives

Please describe the exact activities that the Small Grant Application money will support. Be as specific as possible, and if this grant will be part of a larger project, clearly define what part of the grant Embassy funding support and how it fits into your overall grant request.

Connection to U.S. Embassy Priority Themes *(maximum half a page)*

Please describe the objectives of your project and how they correspond with the U.S. Embassy priority themes.

Project justification & Target Audience *(maximum half a page)*

Please provide brief analysis of the problem your project aims to address and a description of target group / project beneficiaries.

Budget

Please provide detailed budget including different lines under each category. You may add more lines if needed.

Item (ex: personnel, travel, hotel, per diem, materials, supplies, contractual, etc.)	**Cost-Sharing (provided by yourself or other organizations)**	**Requested from US Embassy**	**Total Cost**
Personnel			
Travel			
Supplies			
Contractual			

Project Sustainability and Long-Term Impact *(maximum half a page)*

Please provide an explanation how this project will continue and sustain itself logistically and financially after the U.S. Embassy-provided grant term is over. Will there be an outside or project-generated source of income in the future that will help sustain the program? Is this a one-time event or a long-term project?

Q. Are you seeking funding or other forms of support from other organizations to support this project?

- ❒ **No**
- ❒ **Yes** *(If Yes, please list partner organizations below and the type of support they are providing):*

I understand that if my project is chosen for consideration, I/my organization will be required to fill out other forms, and that there will be some reporting required at the end of my project on its outcomes in

order to receive the final disbursement payment. I also understand that organizations applying for Federal Financial Assistance may be required to obtain a DUNS number, request an NCAGE code and register with CCR (information and links provided below) **prior** to receiving an award from the Department of State.

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Signature

Public Law 109-282 (FFATA- Federal Funding Accountability and Transparency Act of 2006) requires public disclosure of data on all acquisition and assistance awards within 30 days of award. The DUNS (Data Universal Numbering System) number is one of the data elements mandated by the FFATA for all awards. The CCR (Central Contractor Registration) is the Federal government's primary database for complying with FFATA reporting requirements. OMB designated the CCR as the central repository to facilitate applicant and recipient use of a single public website that consolidates data on all federal financial assistance. Under the law, it is mandatory to obtain a DUNS number (http://www.dnb.com/get-a-duns-number.html) and register in the CCR system (www.sam.gov). Foreign registrants in CCR must have a NATO Commercial and Governmental Entity (NCAGE) Code assigned before registering in CCR. Applicants will need to go to the following web address and request an NCAGE code: http://www.dlis.dla.mil/Forms/Form_AC135.asp

***DUNS** stands for Data Universal Numbering System (DUNS) number, which is a unique nine digit identification number provided by the Dun & Brad-street (D&B) Credibility Corp. The DUNS Number identifies a single business entity. This number can be used to access a database which details the name of the company, its address, telephone number, line of business and number of employees — along with other pertinent information. Adopted as a Department policy on August 2007, **Mandatory Collection of the Data Universal Numbering System (DUNS) and the Central Contractor Registration (CCR**) applies to both domestic and overseas posts. This policy requires all potential recipient organizations to acquire a DUNS Number and register in CCR. **NOTE**: There is no charge for acquiring a DUNS Number.*

***CCR** or Central Contractor Registration is the official database for the U.S. Federal Government that collects, validates, stores, and disseminates data in support of agency acquisition and assistance awards. To be awarded federal assistance funds, potential applicants are required to register in CCR, and this registration must be updated or renewed annually to maintain an active status. The CCR database validates the registrant information, electronically sharing secure and encrypted data with federal agencies.*

***Foreign registrants must have a NATO Commercial and Governmental Entity (NCAGE) Code assigned first**. This code is a five number character identification number CCR uses to identify foreign vendors. Foreign registrants must log onto and request an NCAGE Code at: dlis.dla.mil/Forms/Form_AC135.asp. For more information on CCR, CAGE, and NCAGE, view the PowerPoint presentation avaiable at http://fa.statebuy.state.gov/content.asp?content_id=130&menu_id=68*