

U.S. Embassy Sports Diplomacy Program Request for Proposals (May 2013)

Background

The U.S. Embassy in Kathmandu is now accepting project proposals for the following Sports Diplomacy programs:

- **Sports Visitors** (non-elite Nepali athletes and/or coaches travel to the United States)
- **Sports Envoys** (professional American athletes or coaches travel to Nepal)

Proposals should focus on only **one** of the programs listed above and must clearly indicate under which program they should be considered. Interested organizations should submit project proposals no later than **Wednesday, June 5, 2013**.

Program Description and Requirements

The U.S. Embassy seeks proposals for programs that promote mutual understanding between Nepal and the United States through sports. Programs will begin no earlier than October 1, 2013 and will conclude no later than September 30, 2014. Proposals must demonstrate a commitment to quality programming and specifically explain plans to achieve outlined objectives. Final program decisions will be made based on the proposal's merits and strategic goals.

Programs focusing on empowering women and girls through sports, people with disabilities, non-elites and minority communities and youth will be given highest priority.

SPORTS VISITORS

The Sports Visitors program is designed for Nepali athletes, youth coaches, and sports managers or administrators who are selected to visit the United States for a 10-14 day program focused on one sport, but also involving training, nutrition, fitness, life skills, conflict resolution, disability sports, and exposure to the unique American perspective on sports. Sports Visitors are expected to share the skills and experiences acquired in the United States when they return home. Sports Visitor programs are targeted towards the youth audience: the visitors should either be youth (defined as approximately age 13-18) or should be youth influencers (coaches of youth; sports administrators for youth programs).

Sports Visitors programs may focus on baseball, softball, basketball, football ("soccer"), Taekwondo, track and field, or volleyball. Programs may consist of 10-16 participants with an appropriate gender ratio. Athletes and coaches should represent diverse backgrounds, with participants from various regional, social, and ethnic groups. All participants must speak a common language (either English, Nepali, or a local language).

SPORTS ENVOYS

Sports Envoys programs are designed to send American athletes to Nepal to conduct clinics, school visits, and outreach activities for young people. Athletes and coaches engage youth in a dialogue on the importance of education, positive health practices, and respect for diversity. They are sent out in teams

of two, usually a male and a female, for approximately 4-5 days of programming plus 1-2 days of travel on either end of the program. Proposals must identify clinic sites and clinic participants (male and female youth participants and male and female local coaches). Applicants may suggest possible American athletes by name to travel to Nepal, but final decisions will be made by the Department of State. Proposals should directly identify the sport from which the athlete should come and the specific program goals the visiting athlete(s) would accomplish.

Application Procedures and Deadline

For proposals to be considered, they must include the following:

- Organization Contact Information
- Background of Organization and Leaders
- Project Proposal, including:
 - a) **Type of program requested** (Sports Envoy OR Sports Visitor)
 - b) **Specific sport**
 - c) **Description of participants**
 - e) **Identify what issue your program will be addressing** (youth empowerment, women and girls empowerment, disability, gang violence, conflict resolution, LGBT, etc.)
 - f) **An executive summary**
 - g) **A project narrative** explaining the type of program is planned, program goals, and how the program will advance objectives.
 - h) **Preferred timeline**
 - i) **Budget**

Proposals should be submitted via email to cultureKTM@state.gov **no later than Wednesday, June 5, 2013** with the subject "Sports Diplomacy Proposal." Hard copy submissions will not be accepted. Submissions received past 5:00 p.m. on the deadline will not be considered.

Selection Process

The U.S. Embassy will review all proposals received by the indicated deadline. If additional information is required, the U.S. Embassy may contact organizations after the deadline. The U.S. Embassy will forward selected proposals for final approval. Full implementation of the program is pending the availability of funding.

Any non-governmental organization may submit a proposal. Cost-sharing or matching is encouraged but is not required. Organizations should draft proposed budgets that minimize costs and are reasonable in nature. Selected organizations must be willing to modify proposals and budgets to comply with U.S. Embassy and Department of State regulations and program requirements.

Reporting Requirements

The selected organization is required to submit a final report at the conclusion of the project; intermediate reports may also be required as agreed upon by the U.S. Embassy and the selected organization. Additionally, the organization must submit financial records to the U.S. Embassy to close out the project.