



*Office of Public Affairs
U.S. Embassy, Apia*

February 8, (Apia), 2011

Funding Opportunity Announcement and Solicitation for Proposals for Environmental Small Grants

The U.S. Department of State has made funding available for a limited number of small grants for environmental projects in the Pacific region. The U.S. Embassy in Apia is, soliciting proposals from local, national, and regional nongovernmental organizations and similar institutions for funding support to projects that help to secure a healthy environment for current and future generations. There is no minimum threshold amount, and applications for support at any level below USD\$25,000 (USD\$24,999 or less) are encouraged. Grant decisions will be made by the Regional Environment Officer.

Applications should received by Embassy Apia before the close of business on March 2, 2011 (Samoa time). *Please address all applications to George Carter, U.S. Embassy Apia, 5th Floor ACC Building, Matafele, Apia, Samoa; email CarterG@state.gov ; phone (+685) 21631/22696 or fax (+685) 22030. While mailed or hand delivered applications will be accepted if received before the deadline, electronic submissions are preferred.*

The key focal areas of interest are climate change, science, health and water resources management. Preference will be given to projects that 1) are multinational or regional in nature, although bilateral proposals with high potential for replicability in the region will also be considered; and 2) from countries that do not have broadly based bilateral assistance programs in the environmental area.

Applicants should demonstrate relevant experience by including key personnel who have an appropriate background in the project's subject area. Cost-share and in-kind contributions by the applicant or other potential partners should be identified. Projects must have a period of performance of no more than two years.

All applicants are required to make their submission using Standard Form 424, found at the following website and included with this announcement:

<http://aopefa.a.state.gov/Content/documents/SF424-V2.0.pdf>

Instructions for completing this form are at the end of the form.

Please note items the following items of the form must be completed: 1, 2, 8a, 8d, 8e, 8f, 10, 12 (Title only), 14, 15, 17, 18, 20, 21. Other items on the form should be completed if applicable.

Applicants will be required to obtain a D-U-N-S number to received US funding, but do not need a D-U-N-S number to submit a proposal. Applicants who already have a number should enter it in section 8c of the application. D-U-N-S numbers can be obtained at the following website:

http://www.grants.gov/applicants/request_duns_number.jsp

The application form (SF 424) should be accompanied by a one page narrative describing the purpose and objectives of the project, a brief description of the activities to be undertaken, and clearly stated outputs. It should include a header with the project title and name of the organization submitting the proposal. The narrative must be accompanied by an indicative budget, including any co-funding, and may contain an explanatory note on contributions in kind if warranted. A one page profile of key personnel should also accompany the submission.

A complete submission will consist of the following:

- A completed Standard Form 424;
- A one page narrative;
- A budget, and;
- A one page profile of key personnel.

Note: For further information or inquires on the Environmental Small Grants please contact Mr. George Carter, U.S. Embassy Apia email: CarterG@state.gov or Ms. Sandeep K. Singh, U.S. Embassy Suva email: singhsk1@state.gov . **All applications from the Independent State of Samoa are to be submitted to U.S. Embassy Apia** by close of business March 2, 2011 (Samoa time).

While mailed or hand delivered applications will be accepted if received before the deadline, electronic submissions are preferred.