

U.S. Embassy Bern Public Affairs Section Grants Program

Question & Answer Session March 4, 2016

1. Is the budget of \$10,000 mentioned in the Request for Proposals (RFP) the total amount of funds available?

No, each grant proposal can request up to \$10,000.

2. Are grants for organizations? Can individuals also apply?

Both individuals and organizations are eligible to receive grants. Proposals are evaluated based on their content. All applicants must be based in Switzerland or Liechtenstein.

3. How many grants are available?

The number of awarded grants and their amounts depends on both the suitability of proposals and budget availability.

4. How long should the proposal be?

There is no minimum or maximum length. We encourage those submitting proposals to be concise while including the necessary detail.

5. When will applicants receive a response?

We will respond to your proposal as soon as possible. As stated in the RFP, the maximum response time will be 60 days.

6. Does the event/program have to take place in 2016?

Yes, though there are options if your project requires more time.

7. Is cost sharing allowed?

As the RFP states, we encourage applicants to provide cost-sharing from additional sources in support of their project, such as the use of highly skilled volunteers or partnerships with other organizations.

8. Does the U.S. Embassy provide promotional support for grant activities?

The U.S. Embassy may promote grant activities where it is active on social media: Twitter, Facebook, and Instagram. We can also, as appropriate, share activity information with relevant contacts. We do not provide public relations support or manage outreach campaigns for grantees.

9. Are salaries allowed?

Salaries are not an allowable expense. However, services are. For example, if a grant requires an expert or specialist to develop the program, that expense would be allowed. Budget line items should refer to the service provided. Staff overhead is not allowed.

10. Does the grant pay for speakers?

If a speaker is part of an overall program, then it may be included in a grant.

11. Where can I find additional funding sources from the U.S. Government?

Please visit www.grants.gov for a list of available funding from the U. S. Government.