

MEPI Eligibility Requirements

All applications submitted to MEPI are screened to determine whether the applicant meets all the program eligibility requirements detailed below.

ELIGIBILITY REQUIREMENTS:

Grants.gov

The Office of the Middle East Partnership Initiative requires that all applications for funding be submitted through Grants.gov. In order to apply, your organization must complete the Grants.gov registration process. To register, please go to www.grants.gov and click on “Get Registered.” More information about registering with Grants.gov can be found by going to the “Grants.gov Registration” link on the “Apply for Grant” page.

Types of Applicants

Eligible applicants for MEPI funding include any registered U.S. or foreign non-profit organization; non-governmental organization; private institution; institutions of higher education (non-profit or for-profit); commercial entity; or small business.

Local Grants Program:

Please note: Local Grants are intended for local representatives of civil society, including non-governmental organizations and universities, in the Middle East and North Africa.

Dun and Bradstreet Data Universal Number System

Obtaining a Data Universal Number System (DUNS) number is the first step required by an organization to register with the Grants.gov system. The Data Universal Number System (DUNS) is a nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities.

Applicants for MEPI funding must provide a DUNS number. If your organization does not already have a DUNS number, please begin this process immediately. This process normally takes one business day. A DUNS number may be acquired at no cost on-line at: fedgov.dnb.com or via telephone at: 1-866-705-5711.

Central Contractor Registration

Obtaining Central Contractor Registration (CCR) is the second step required by organizations to register with the Grants.gov system. The CCR is the Federal repository in which an applicant must provide information required for the conduct of business as an award recipient. CCR registration expires each year and must be updated annually.

Applicants for MEPI funding must be registered with the Central Contractor Registration. Further, applicants must maintain an active CCR registration, with current information, while their application is under consideration for funding. If your organization is not already registered please begin this process immediately. The registration process can take three to five business days or up to two weeks to complete. Registration procedures may be found at www.ccr.gov.

ADDITIONAL ELIGIBILITY CONSIDERATIONS

Partners or Coalitions

The Office of the Middle East Partnership Initiative encourages applications from partnerships or coalitions, including local or regional organizations that would work together on specific reform issues and priorities, and would share information and expertise with one another. Assistance to civil society coalitions represents an important MEPI goal.

Partners are defined by MEPI as a negotiated arrangement among organizations that provides for a substantive, collaborative role for each of the partners in the planning and implementation of a project. Coalitions could include NGOs, private sector, and non-profit organizations.

Applicants who plan to submit a proposal with partners or a coalition of partners should clearly outline the roles and responsibilities of all organizations involved in the project and should reflect the input of local or in-country partners.

Sustainability Plan

Applications for MEPI funding should document a sustainability plan in their proposal narrative. The main purpose of the sustainability plan is to help the project sustain the results and outcomes beyond the initial award period. The sustainability plan should address each of the areas listed below:

- Describe the impact of the project in creating sustainable change that is locally owned and explain how a sustainability plan will support the project's overall strategy.
- Discuss how sustainability will be integrated into the project from the beginning.
- Identify the results and outcomes that can be realistically sustained after MEPI funding ends.
- Present a plan to secure the resources needed to sustain the aforementioned results after MEPI funding ends.
- Identify potential partners that will play a role in sustaining the project past the scheduled end date and explain the role they will play.

Results-Oriented Monitoring and Assessment Plan

Applications for MEPI funding should contain a **Results-Oriented Monitoring and Assessment (ROMA) Plan** that will describe the system proposed by the applicant to capture and measure progress towards achieving the objectives of the grant.

The ROMA Plan should include the following elements:

- Realistic project objectives. What results are achievable during the period of the grant?
- Qualitative indicators. How and what will you measure to show the project's results based on outcomes (impact) rather than outputs (raw numbers)?
- Data collection and analysis. How will you collect and present indicator data and analysis to show progress toward the project objectives?
- Monitoring and reporting. How will you monitor and assess results during the implementation of the project to adapt to changes on the ground and to maintain forward progress?

Cost-Sharing or Matching

The Office of the Middle East Partnership Initiative encourages applicants to provide cost-sharing (or matching) from additional sources in support of their proposed project. Applicants who plan to submit a proposal with cost sharing should clearly explain other likely sources of funding and how the funds will be used.