

Cooperative Agreement Announcement

American Center English Language Training Program “English Connect”

July 2015

The American Center, Public Affairs Section, U.S. Embassy Hanoi is pleased to announce a call for applications for the “English Connect” Cooperative Agreements program.

The Cooperative Agreements awarded under this program will be used to organize and conduct:

- Business English classes to support specific needs and areas for improvement in business-related English skills of young Vietnamese entrepreneurs. Up to four Cooperative Agreements will be awarded.
- Test Preparation classes to support the ability of Vietnamese students desiring to study in U.S. institutions of higher learning to reach the minimum required score for study at U.S. universities. Up to four Cooperative Agreements will be awarded – three for TOEFL preparation courses and one for IELTS.

Awardees will be responsible for providing teachers and teaching materials in addition to an appropriate venue for the classes within the greater Hanoi city area. Venues of competitive applicants will be evaluated using information provided in the form below. All classes are expected to maintain American standards of education. All courses must be offered free of charge to participants and no fees may be collected for materials, participation, computer access, etc. The American Center, U.S. Embassy - Hanoi, is prepared to guide and participate in the selection of course participants. However, the grantee must be prepared to develop selection criteria; select, vet and orient applicants with, at a minimum, the concurrence of the American Center.

The American Center, U.S. Embassy - Hanoi will offer awards of up to \$4,000 for each 12-week course with a minimum of six hours of formal teaching time per week. Proposals will be accepted from qualified English teachers and English language teaching centers in Vietnam. Courses must be conducted by both Vietnamese and American teachers. The program is expected to be implemented during the period of October 2015 - October 2016.

A cooperative agreement is used when the awarding office, in this case the American Center, anticipates substantial programmatic involvement with the recipient during the performance of the activities.

All applications must be submitted to the online form:

https://creator.zoho.com/pashanoi/form/form-perma/elt_courses_proposal/

For further inquiries, please contact:

The American Center, Public Affairs Section
United States Embassy Hanoi
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Deadline for application: July 27, 2015 at 17:00. Final selections are expected to be announced by late August 2015. Only applicants whose proposals have been selected will receive notification.