

the criteria stated below. These criteria are not rank ordered and all carry equal weight in the proposal evaluation:

1. **Quality of the Program Idea:** Proposals should exhibit originality, substance, precision, innovation, and relevance to Agency mission.
2. **Program Objectives and Planning:** Objectives should be reasonable, feasible, and flexible. Proposals should clearly demonstrate how the institution will meet the program's objectives and plan. Detailed agenda and relevant work plan should demonstrate substantive undertakings and logistical capacity. Agenda and plan should adhere to the program overview and guidelines described above.
3. **Multiplier Effect/Impact:** Proposed programs should strengthen long-term mutual understanding, including maximum sharing of information and establishment of long-term institutional and individual linkages.
4. **Support of Diversity:** Proposals should demonstrate the recipient's commitment to promoting the awareness and understanding of diversity.
5. **Institution's Record/Ability:** Proposals should demonstrate an institutional record of successful exchange programs, including responsible fiscal management and full compliance with all reporting requirements for past Agency grants as determined by USIA's Office of Contracts. The Agency will consider the past performance of prior recipients and the demonstrated potential of new applicants. Proposed personnel and institutional resources should be adequate and appropriate to achieve the program or project's goals.
6. **Follow-on Activities:** Proposals should provide a plan for continued follow-on activity (without USIA support) which insures that USIA supported programs are not isolated events.
7. **Project Evaluation:** Proposals should include a plan to evaluate the activity's success, both as the activities unfold and at the end of the program. USIA recommends that the proposal include a draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives. Award-receiving organizations/institutions will be expected to submit intermediate reports after each project component is concluded or quarterly, whichever is less frequent.
8. **Cost-effectiveness:** The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as

possible. All other items should be necessary and appropriate.

9. **Cost-sharing:** Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

10. **Value to U.S.-Partner Country Relations:** Proposed programs should receive positive assessments by USIA's geographic area desk and overseas officers of program need, potential impact, and significance in the partner country(ies).

#### Notice

The terms and conditions published in this RFP are binding and may not be modified by any USIA representative. Explanatory information provided by the Agency that contradicts published language will not be binding.

Issuance of the RFP does not constitute an award commitment on the part of the Government. The Agency reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements.

Dated: October 9, 1996.  
Dell Pendergrast,  
*Deputy Associate Director for Educational and Cultural Affairs.*  
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#### Exchanges and Training Program With Russia, Ukraine and Uzbekistan

**ACTION:** Amendment—Request for Proposals.

This is an amendment to the request for proposals (RFP) published on October 10, 1996, concerning exchange and training programs for Russia, Ukraine and Uzbekistan (Announcement Number E/PN-97-10). The second sentence under REVIEW CRITERIA, 3. Cost Effectiveness, reads "While this announcement does not proscribe a rigid ratio of administrative to program costs, in general, priority will be given to proposals whose administrative costs are less than twenty-five (25) per cent of the total requested from USIA." That sentence should read as follows: "While this announcement does not proscribe a rigid ratio of administrative to program costs, in general, priority will be given to proposals whose administrative costs are less than twenty-five (25) per cent of the total requested from USIA."

#### Notification

Awards made will be subject to periodic reporting and evaluation requirements.

Dated: October 9, 1996.  
Dell Pendergrast,  
*Deputy Associate Director for Educational and Cultural Affairs.*  
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#### Summer Institutes for the Study of the United States

**ACTION:** Notice—Request for Proposals (RFP).

**SUMMARY:** The Branch for the Study of the U.S. of the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for three (3) assistance awards. Public and private non-profit organizations meeting the provisions described in IRS regulation 26 CFR 1.501(c)(3)-1 may apply to develop and implement one of the following three six-week post-graduate level programs designed for multinational groups of 18 experienced foreign university educators:

1. Summer Institute on the U.S. Political System
1. Summer Institute on the U.S. Economy
1. Summer Institute on U.S. Society

The Programs are intended to provide participants with a deeper understanding of American life and institutions, past and present, in order to improve courses and teaching about the U.S. abroad. Participants will have had few prior opportunities to formally study or visit the U.S., and most will be coming from institutions that are just beginning to introduce the study of the U.S. into the curriculum. Tentative program dates are June 28 to August 8, 1997.

USIA is seeking detailed proposals from colleges, universities, consortia of colleges and universities, and other not-for-profit academic organizations that have an established reputation in the institute subject field, and that can demonstrate expertise in conducting post-graduate programs for foreign educators. *Applicant institutions must have a minimum of four years experience in conducting international exchange programs.* The project director or one of the key program staff responsible for the academic program must have an advanced degree in a discipline directly related to the subject field of the institute. Staff escorts traveling under the USIA cooperative agreement support must be U.S. citizens

with demonstrated qualifications for this service.

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries . . . ; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations . . . and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world."

Programs and projects must conform with Agency requirements and guidelines outlined in the Solicitation Package. USIA projects and programs are subject to the availability of funds.

#### **ANNOUNCEMENT NAME AND REFERENCE**

**NUMBER:** All communications with USIA concerning this announcement should refer to the following titles and reference numbers:

1. Summer Institute on the U.S. Political System (E/AAS-97-03)
2. Summer Institute on the U.S. Economy (E/AAS-97-04)
3. Summer Institute on U.S. Society (E/AAS-97-05)

**DEADLINE FOR PROPOSALS:** All copies must be received at the U.S. Information Agency by 5:00 p.m. Washington D.C. time on Friday, December 20, 1996. Faxed documents will not be accepted, nor will documents postmarked December 20, 1996 but received at a later date. It is the responsibility of each applicant to ensure that proposal submissions arrive by the deadline.

#### **FOR FURTHER INFORMATION CONTACT:**

To request a Solicitation Package containing more detailed award criteria, required application forms, and standard guidelines for preparing proposals (including specific information on budget preparation), applicants should contact: U.S. Information Agency, Office of Academic Programs, Branch for the Study of the United States, E/AAS—Room 252, 301 4th Street, S.W., Washington, D.C. 20547, Attention: William Bate, Telephone number: (202) 619-4557, Fax number: (202) 619-6790, Internet address: wbate@usia.gov.

Please specify USIA Officer William Bate on all inquiries and correspondence. Interested applicants

should read the complete Federal Register announcement before addressing inquiries to the office listed above or submitting their proposals. Once the RFP deadline has passed, USIA staff may not discuss this competition in any way with applicants until after the Bureau proposal review process has been completed.

#### **TO DOWNLOAD A SOLICITATION PACKAGE**

**VIA INTERNET:** The entire Solicitation Package may be downloaded from USIA's website at <http://www.usia.gov/> or from the Internet Gopher at <gopher://gopher.usia.gov>. Under the heading "International Exchanges/Training," select "Request for Proposals (RFPs)."

Please read "About the following RFPs" before downloading.

**SUBMISSIONS:** Applicants must follow all instructions given in the Solicitation Package. The original and 13 copies of the complete application should be sent to: U.S. Information Agency, Ref.: (insert appropriate reference number from above, e.g., E/AAS-97-xx), Office of Grants Management, E/XE, Room 326, 301 4th Street, S.W., Washington, D.C. 20547.

Applicants should also submit the "Executive Summary" and "Proposal Narrative" sections of the proposal on a 3.5" diskette, formatted for DOS. This material must be provided in ASCII text (DOS) format with a maximum line length of 65 characters.

**DIVERSITY GUIDELINES:** Pursuant to the Bureau's authorizing legislation, programs must maintain a non-political character, and should be balanced and representative of the diversity and broad range of responsible views present in American political, social, and cultural life. "Diversity" should be interpreted in the broadest sense and encompass differences including, but not limited to ethnicity, race, gender, religion, geographic location, socio-economic status, and physical challenges. Applicants are strongly encouraged to adhere to the advancement of this principle both in program administration and in program content. Please refer to the review criteria under the "Support for Diversity" section for specific suggestions on incorporating diversity into the total proposal.

#### **SUPPLEMENTARY INFORMATION:**

##### *Overview and Objectives*

The Summer Institutes for the Study of the United States are intended to provide foreign university faculty with opportunities to deepen their understanding of the United States—its society, institutions, culture and values, past and present—in order to improve

the quality of courses and teaching about the U.S. abroad.

The institute should be designed as an intensive, academically stimulating program that presents a multidimensional view of the United States through an integrated series of lectures, readings, discussions, research and independent study opportunities, faculty mentoring, and site visits.

Programs should be six weeks in length, including a residency segment at a U.S. college or university campus of at least four weeks in length, and a study tour segment of up to two weeks in length, including visits to one or more regions of the U.S.

##### *Program Description*

**Program 1—Summer Institute on the U.S. Political System (E/AAS-97-03)**

The purpose of this Institute is to introduce participants to the American political system through an examination of the history of American political thought, the American Constitutional structure, and the principal institutions and processes of American government at all levels.

**Program 2—Summer Institute on the U.S. Economy (E/AAS-97-04)**

This Institute is intended for foreign economists who are teaching at universities in countries undergoing rapid economic change. Its purpose is to acquaint participants with the basic structure, organization and institutions of the U.S. economy and how that economy functions within the context of a democratic political order and a pluralistic society.

**Program 3—Summer Institute on U.S. Society (E/AAS 97-05)**

This Institute seeks to provide visiting scholars with an opportunity to deepen their knowledge of U.S. society and culture through an in-depth examination of some of the major issues and debates in contemporary American society. Such an Institute will necessarily be multi-disciplinary in its approach, illuminating and integrating the historical, political, and economic, as well as the social, dimensions of the issues in question.

**Program Dates:** Tentative program dates are June 28 to August 8, 1997. Based on these dates, participants would be booked to arrive in the U.S. on or about June 27, and depart on August 9, 1997. USIA is willing to consider adjustment of these program dates, based on the needs of the host institution. However, the institute must be 42 program days in length, and should take place sometime between June 21 and August 30, 1997.

### Participants

The program should be designed for a total of 18 highly-motivated and experienced foreign university faculty who are seeking ways to include aspects of American civilization in their teaching and professional work, but who will have had relatively few opportunities to pursue formal study of the United States. Many will come from countries where access to information, books or courses on the U.S. is relatively limited. In most cases, participants will not have had any significant U.S. travel or study experience. They will be drawn from all regions of the world and will be fluent in English.

Participants will be nominated by U.S. Information Service posts abroad, and selected by the staff of USIA's Branch of the Study of the United States in Washington, D.C. USIA will cover all international travel costs directly.

### Guidelines

The conception, structure and content of the institute program is entirely the responsibility of the organizers. However, given the multiple possibilities for the successful design of such a program, organizers are expected to submit proposals that articulate in concrete detail how they intend to organize and implement the institute.

Please refer to the Solicitation Package for further details on program design and implementation, as well as additional information on all other requirements.

### Proposed Budget

Unless special circumstances warrant, based on a group of 18 participants, the total USIA-funded budget (program and administrative) should not exceed \$162,000, and USIA-funded administrative costs as defined in the budget details section of the solicitation package should not exceed \$48,500. Justifications for any costs above these amounts must be clearly indicated in the proposal submission. Any grants awarded to eligible organizations with less than four years of experience in conducting international exchange programs will be limited to \$60,000. Applicant proposals should try to maximize cost-sharing in all facets of the program and to stimulate U.S. private sector, including foundation and corporate, support. Applicants must submit a comprehensive budget for the entire program.

The Agency reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program, and availability of U.S. government funding.

Please refer to the "POGI" in the Solicitation Package for complete budget guidelines and formatting instructions for the institute program.

### Review Process

USIA will acknowledge receipt of all proposals and will review them for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. Eligible proposals will be forwarded to panels of USIA officers for advisory review. All eligible proposals will be reviewed by the program office, as well as the USIA Geographic Area Offices. Proposals may be reviewed by the Office of the General Counsel or by other Agency elements. Funding decisions are at the discretion of the USIA Associate Director for Educational and Cultural Affairs. Final technical authority for assistance awards (grants or cooperative agreements) resides with the USIA grants officer.

### Review Criteria

Technically eligible applications will be competitively reviewed according to the criteria stated below. These criteria are not rank ordered, and all carry equal weight in the proposal evaluation:

1. Overall Quality: Proposals should exhibit originality and substance, consonant with the highest standards of American teaching and scholarship. Program design should reflect the main currents as well as the debates within the subject disciplines of each institute.
2. Program Planning: Proposals should demonstrate careful planning. The organization and structure of the Institute should be clearly delineated and be fully responsive to all program objectives. The travel component should be an integral and substantive part of the program, reinforcing and complementing its academic segment.
3. Institutional Capacity: Proposed personnel, including faculty and administrative staff as well as outside presenters, should be fully qualified to achieve the project's goals. Library and media resources should be accessible to participants; housing, transportation and other logistical arrangements should be fully adequate to the needs of participants and should be conducive to a collegial atmosphere.
4. Diversity: Proposals should demonstrate the recipient's commitment to promoting the awareness and understanding of diversity throughout the program. This can be accomplished through documentation, such as a written statement, summarizing past and/or on-going activities and efforts that further the principle of diversity

within the organization and its activities. Program activities that address this issue should be highlighted.

5. Experience: The proposal should demonstrate an institutional record of successful exchange program activity, indicating the experience that the organization and its professional staff have had in working with foreign educators.

6. Evaluation and Follow-up: The proposal should include a plan for evaluating activities during the Institute and at its conclusion. Proposals should comment on provisions made for follow-up with returned grantees as a means of establishing longer-term individual and institutional linkages.

7. Administration and Management: The proposals should indicate evidence of continuous on-site administrative and managerial capacity as well as the means by which program activities will be implemented.

8. Cost Effectiveness: The proposals should maximize cost-sharing through direct institutional contributions, in-kind support, and other private sector support. Overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible.

### Notice

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### Notification

Final awards cannot be made until funds have been appropriated by Congress, and allocated and committed through internal USIA procedures.

Dated: October 10, 1996.

John P. Loiello,

Associate Director for Educational and Cultural Affairs.

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### Summer Institute on the History of the United States: Religion in America

**ACTION:** Notice—Request for Proposals (RFP).