

budget guidelines and formatting instructions.

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 Agency contracts office, as well as the USIA Office of EEN and USIS Moscow. For the review of a proposal to be successful, it will need to receive positive assessments by USIA's geographic desk officers and overseas officers. Proposals may also be reviewed by the Office of the General Counsel or by other Agency elements. Final funding decisions rest with the USIA Associate Director for Educational and Cultural Affairs. Final technical authority for assistance awards (grants or cooperative agreements) resides with an Agency grants officer.

Review Criteria

Technically eligible applications will be competitively reviewed according to the criteria stated below.

1. Quality of the program idea: Proposals should exhibit originality, substance, precision, relevance to Agency mission, and responsiveness to the objectives and guidelines stated in this solicitation. Proposals should demonstrate geographic and substantive expertise.

2. Program planning: Detailed agenda and relevant work plan should demonstrate substantive undertakings and logistical capacity and should adhere to the program overview and guidelines described above. Proposals should include a plan for continuous and summative evaluations.

3. Ability to achieve program objectives: Objectives should be reasonable, feasible, and flexible. Proposals should clearly demonstrate how the institution will meet program objectives and how continuous evaluation will be used to adjust program plans.

4. 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.

5. Support of Diversity: Proposals should demonstrate a commitment to promoting the awareness and understanding of diversity with regard to both program content and program administration.

6. Institutional Capacity: Proposed personnel and institutional resources should be adequate and appropriate to achieve the program or project's goals.

7. Institutional'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.

8. Follow-on Activities: Proposals should provide a plan for continued follow-on activity (without USIA support) which ensures that USIA supported programs are not isolated events.

9. 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.

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

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.

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

Dated: January 19, 1996.

John P. Loiello,

Associate Director, Bureau of Educational and Cultural Affairs.

[FR Doc. 96-1290 Filed 1-25-96; 8:45 am]

BILLING CODE 8230-01-M

UNITED STATES INFORMATION AGENCY

Summer Institute for Russian University Educators on International Politics

ACTION: Notice—Request for Proposals.

SUMMARY: The Advising, Teaching, and Specialized Programs Division of the Office of Academic Programs in the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for an assistance award. Public and private non-profit organizations meeting the provisions described in IRS regulations 26 CFR 1.501(c)(3)-1 may apply to develop a six-week graduate level program designed for a group of ten Russian university educators on the subject of contemporary international politics. The primary purpose of the institute is to provide participants with a frame work for an understanding of the field that will in turn enable them to develop programs and courses in their home institutions.

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 fields directly related to the study of international relations and can demonstrate expertise in conducting graduate-level 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 the field related to the topic of the institute. Staff escorts traveling under the USIA cooperative agreement 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."

The funding authority for the program cited above is provided through the Freedom Support Act (FSA). 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 TITLE AND NUMBER: All communications with USIA concerning this announcement should refer to the above title and reference number E/AS-96-02.

DEADLINE FOR PROPOSALS: All copies must be received at the U.S. Information Agency by 5 p.m. Washington, D.C. time on Monday, March 25, 1996. Faxed documents will not be accepted, nor will documents postmarked March 25, but received at a later date. It is the responsibility of each applicant to ensure that proposals are received by the above deadline. Tentative approximate program dates are August 5, 1996 through September 16, 1996. In order to assure adequate time for the host institution to make program arrangements and send pre-program materials to grantees, USIA will make every effort to award the approved cooperative agreement by May 13, 1996.

FOR FURTHER INFORMATION, CONTACT: The Office of Academic Programs, Advising, Teaching and Specialized Programs Division, E/AS, Room 349, U.S. Information Agency, 301 4th Street, SW, Washington, D.C. 20547, telephone number 202-619-6038; fax number 202-619-6970; internet address shayman@usia.gov, to request an Application Package containing more detailed award criteria, required application forms, and standard guidelines for preparing proposals, including specific criteria for preparation of the proposal budget.

TO DOWNLOAD A SOLICITATION PACKAGE VIA INTERNET: Solicitation Package may be downloaded from USIA's website at <http://www.usia.gov/> or from the Internet Gopher at <gopher.usia.gov>, under "New RFPs on Educational and Cultural Exchanges."

Please specify USIA Program Specialist Sherry Hayman on all inquiries and correspondences. Interested applicants should read the complete Federal Register announcement before sending inquiries or submitting proposals. Once the RFP deadline has passed, Agency staff may not discuss this competition in any way with applicants until the Bureau proposal review process has been completed.

SUBMISSIONS: Applicants must follow all instructions given in the Solicitation Package. The original and 10 copies of the application should be sent to: U.S. Information Agency, Ref.: E/AS-96-02, Office of Grants Management, E/XE, Room 326, 301 4th Street, S.W., Washington, D.C. 10547.

Applicants must 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. USIA will transmit these files electronically to USIS Moscow for review, with the goal of reducing the time it takes to obtain comments for the Agency's grant review process.

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 of 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

The purpose of the Summer Institute for Russian Educators on International Politics is to enable the participants to gain a deeper understanding of U.S. academic teaching and research about international politics. The Institute seeks to provide participants with an understanding of the contending approaches to the subject in order to enable the participants to initiate and develop programs for the study of international politics at their home institutions. Accordingly, the successful proposal will offer a survey of the principal theoretical models for the study of international politics, giving attention to how the disciplines of law, politics, and history contribute to such study; will explore the current debates within the field of international politics, with particular attention to those issues related to the realignment in the international system in the post-Cold War era; and, finally, will provide participants with access to the key bibliographic, monographic and reference materials on which to build courses of their own. Close attention should be paid to providing source materials, bibliographies and computer resources. The Institute should enable the participants to apply a wide range of curricular materials, scholarly approaches, teaching techniques, information about the internet, and

other resources to their classrooms in Russia.

The Institute should be six weeks in length and should take place on a U.S. college or university campus where participants will have access to libraries and computer networks as well as an opportunity to become acquainted with university teaching practices in the U.S. At the beginning of the program the participants should receive an initial orientation to the U.S. and to American university life in addition to an introduction to current trends in teaching and research about international politics. The program should provide the participants with opportunities to explore these issues with U.S. scholars and to observe international politics classes that are in session. The program should focus on engaging the participants in active ways that will aid them in designing new approaches to their own teaching and research. The institute should foster a collegial atmosphere in which institute faculty and participants discuss relevant texts, issues and concepts and should be structured to require participants to make presentations, write reports, and prepare drafts.

At the conclusion of the Institute each participant should be required to present a report on his or her thoughts about how to adapt the approaches and interests of U.S. international politics specialists to teaching and research in Russia.

Objectives

(1) To conduct an intensive, academically stimulating program that presents an in-depth view of the contending theories of international politics, including the principal schools, approaches, and models that constitute the field and which define debate and discussion among leading scholars in the field; (2) to examine how the end of the Cold War has influenced the study of international politics, with particular reference to U.S.-Russia relations as well as East-West relations more generally; (3) to provide direct access to bibliographic, reference and other scholarly materials that will enable visiting Russian scholars to establish a framework for the study of international politics at their home institutions.

Participants

The program should be designed for ten Russian university educators who are currently teaching courses in international relations but who, despite significant knowledge of Western political and historical traditions, are less familiar with current approaches to teaching or research about international

politics in the U.S. The participants will be nominated by the United States Information Service (USIS) in Moscow and will have a high level of fluency in English.

Guidelines

The Institute should be specifically designed for experienced Russian university educators. While it is important that the topics and readings of the Institute be clearly organized, the institute should not simply replicate a lecture course or a graduate seminar. Through a combination of lectures, roundtable discussions, guest presentations, consultations and site visits, the Institute should facilitate the development of a collegial atmosphere in which Russian participants become fully engaged in the exchange of ideas.

In addition to the core faculty from the host institution, and consistent with the program's design, the Institute should bring in presenters from outside academic life. Such individuals might come from foreign policy institutes, think tanks, lobbying organizations, embassies, consulates, international development organizations, media, or government, as appropriate. Presenters should be fully briefed about the Institute, its goals, general themes, readings, and especially the background and needs of the participants themselves. Information about presenters and how they will be utilized should be included in the proposal submission.

The best proposals will express a high level of thematic articulation in addition to demonstrating clearly the means by which these themes will be concretely communicated to participants for discussion and reflection. It is especially important for the institute organizer to devise ways to integrate all aspects of the program, from the assigned readings, lectures, and discussions, to any site visits and field trips.

The equivalent of one day a week should be available to participants to pursue individual research and reading. The Institute should provide access to leading American scholars and research resources (libraries, archives, databases); provisions should be made to pair participants with faculty mentors. A key element of the Institute is to expose participants to the full range of scholarly materials, primary and secondary literature, curricular materials and teaching resources, including Internet and computer training, that will allow them to continue their use of such materials in Russia.

A residential program of a minimum of five weeks on a college or university campus is mandatory. Any study tour segment must be directly supportive of the academic program content.

Details of programs may be modified in consultation with USIA following the grant award.

The selected grant organization will be responsible for most arrangements associated with this program. This includes the organization and implementation of all presentations and program activities, arrangements for all domestic and international travel, lodging, subsistence, and group transportation for participants, orientation and briefing of participants, preparation of any necessary support materials including a pre-program mailing and working with program presenters to achieve maximum program coordination and effectiveness.

Please refer to the Solicitation Package for further details on program design and implementation.

Additional Information

Confirmation letters from U.S. co-sponsors noting their intention to participate in the program will enhance a proposal. Proposals incorporating participant/observer site visits will be more competitive if letters committing prospective host institutions to support these efforts are provided.

Visa/Insurance/Tax Requirements

Programs must comply with J-1 visa regulations. Please refer to program specific guidelines (POGI) in the Solicitation Package for further details. Visas will be issued by USIS posts abroad. USIA insurance will be provided to all participants, unless otherwise indicated in the proposal submission. Grantee organization will be responsible for enrolling participants in the chosen insurance plan. Please indicate in the proposal if host institutions have any special tax withholding requirements on participant or staff escort stipends or allowances.

Proposed Budget

Applicants must submit a comprehensive line item budget for the entire program based on the specific guidance in the Solicitation Package. There must be a summary budget as well as a breakdown reflecting both the administrative budget and the program budget. For better understanding or further clarification, applicants may provide separate sub-budgets for each program component, phase, location, or activity in order to facilitate USIA decisions on funding. The total USIA-

funded budget award may not exceed \$125,000. USIA-funded administrative costs should be as low as possible and should not exceed \$37,000 or 30%, whichever is less. The recipient organization should try to maximize cost-sharing and to stimulate U.S. private sector (foundation and corporate) support.

The program should include a book budget for participants to use in purchasing books and teaching materials which they will need to develop new courses and to improve existing ones.

Allowable costs for the program include the following:

- (1) books, teaching materials and computer software
- (2) mailing allowances.
- (3) travel and per diem.
- (4) salaries, fringe benefits.

Please refer to the Solicitation Package for complete budget guidelines and formatting instructions.

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 also be reviewed by the Agency contracts office, as well as the USIA Area Office and USIS Moscow as appropriate. Proposals may also 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 following criteria:

1. *Quality of the Program Idea:* 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 contemporary debates within the field.
2. *Program Planning:* A detailed agenda and a relevant work plan should demonstrate substantive undertakings and logistical capacity. The agenda and work plan should adhere to the program overview and guidelines described above.
3. *Ability to achieve program objectives:* Objectives should be

reasonable, feasible, and flexible. Proposals should clearly demonstrate how the institution will meet the program's objectives and plan. The proposals should indicate evidence of continuous on-site administrative and managerial capacity.

4. Multiplier effect/impact: Proposed programs should strengthen long-term mutual understanding, including maximum sharing of information and establishment of long-term institutional and individual connections.

5. Support of Diversity: Proposals should demonstrate substantive support of the Bureau's policy on diversity. Achievable and relevant features should be cited in both program administration and program content (orientation and wrap-up sessions, program meetings, resource materials and follow-up activities).

6. Institutional Capacity: Proposed personnel and institutional resources should be adequate and appropriate to achieve the project's goals.

7. 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.

8. Follow-on Activities: Proposals should provide a plan for continued follow-on activity (without USIA support) which ensures that USIAS-supported programs are not isolated events.

9. 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. A draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives is recommended.

10. 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.

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

12. Value to U.S.-Partner Country Relations: Proposed projects should receive positive assessment by USIA's geographic area desk and overseas officers of program need, potential impact, and significance in the partner country.

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.

Notification

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

Dated: January 19, 1996.

John P. Loiello,

Associate Director, Bureau of Educational and Cultural Affairs.

[FR Doc. 96-1289 Filed 1-25-96; 8:45 am]

BILLING CODE 8230-01-M

U.S. Advisory Commission on Public Diplomacy Meeting

AGENCY: United States Information Agency.

ACTION: Notice for the Federal Register.

SUMMARY: The U.S. Advisory Commission on Public Diplomacy will meet in Room 600, 301 4th Street, S.W., on January 25, 1996 from 9:30 a.m. to 12:00 noon.

The meeting will be closed to the public from 9:30 a.m. to 11:30 a.m.,

because it will involve discussion of classified information relating to public diplomacy and the Bosnian peace process. The Commission will meet with USNATO Public Affairs Officer Mary Ellen Connell; Dr. Mary McIntosh, Director, Office of European Research, USIA; Mr. Bud Jacobs, Deputy Director, Office of East European and NIS Affairs, USIA; and Col. Daniel C. Deflin, Chief of Psychological Operations and Civil Affairs, The Joint Staff (5 U.S.C. 552b(c)(1)).

The 11:30 a.m. to 12:00 p.m. portion of the Commission's meeting will be open to the public and will involve discussion of the U.S. Information Agency's budget with USIA's Comptroller Stanley Silverman.

Please call Betty Hayes, (202) 619-4468, for further information.

Dated: January 22, 1996.

Joseph Duffey,
Director.

Determination To Close a Portion of the U.S. Advisory Commission on Public Diplomacy's Meeting of January 25, 1996

Based on the information provided to the United States Information Agency by the United States Advisory Commission on Public Diplomacy, I hereby determine that the meeting scheduled by the Commission for January 25, 1996 may be closed to the public from 9:30 a.m. to 11:30 a.m.

The Commission has requested that its January 25 meeting be closed from 9:30 a.m. to 11:30 a.m., because it will involve discussion of classified information relating to public diplomacy and the Bosnian peace process. The Commission will meet with USNATO Public Affairs Officer Mary Ellen Connell; Dr. Mary McIntosh, Director, Office of European Research, USIA; Mr. Bud Jacobs, Deputy Director, Office of East European and NIS Affairs, USIA; Col. Daniel C. Devlin, Chief of Psychological Operations and Civil Affairs, The Joint Staff (5 U.S.C. 552b(c)(1)).

The 11:30 a.m. to 12:00 p.m. portion of the Commission's meeting will be open to the public and will involve discussion of the U.S. Information Agency's budget with USIA's Comptroller Stanley Silverman.

Dated: January 22, 1996.

Joseph Duffey,
Director.

[FR Doc. 96-1336 Filed 1-25-96; 8:45 am]

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