



1.	Solicitation No.	070524/JP
2.	Solicitation Name	RFP to Host the Distinguished Humphrey Fellowship Program
3.	Issue Date	July 5, 2024
4.	Closing Date	September 15, 2024
5.	Solicitation Amendment No.	2
6.	Solicitation Amendment Date	September 5, 2024

7. The above numbered solicitation is amended as set forth in Item 9 below.

8. The hour and dates specified for receipt of proposals/quotations: is not extended; is extended as described in Item 9 below.

9. Description of Amendment/Modification:

The purpose of this solicitation amendment is to inform prospective offerors/bidders that the above numbered solicitation is hereby amended to provide responses to questions as follows.

ENTER Q&A or ANY ADDITIONAL INFORMATION/TEXT HERE

1. Should a primary institution decide to include a secondary institution as a partner that receives funds via a sub-award from the primary institution, can the primary institution include the total sub-amount to the secondary institution as a single line in the "Other Direct Costs" category on the primary institution's budget?

The primary institution can include the total sub-award amount as a single line in Other Direct Costs or Contractual category depending on the primary institutions allocation methodology.

2. Should the primary institution create an additional tab in the Excel budget template to break down the sub-award to the secondary institution, mirroring the cost categories and structure of the original budget template?

It is recommended that the primary institution breaks down the sub-award budget. The sub-award budget can mirror the structure of the original budget template. It is important that the costs are distinguished between PSC and non-PSC in the sub-award budget.

3. Is the primary institution allowed to apply its NICRA rate to all sub-award amounts up to \$25,000?

Yes, the primary institution is allowed to apply its NICRA to the sub-award amount up to \$25,000.

4. The RFP states that the program implementation period will last "approximately 18 days," and it appears that the host institution's participation during those 18 days is limited to one week of



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orientation and academic workshops along with three additional days of Strategic Networking. Can you confirm that, in terms of budgets, host institutions should plan on a total of 11 nights and 12 days (inclusive of fellow arrivals and departures), with the remaining implementation period hosted by IIE/USDOS?

In past iterations of the program, Fellows arrive on a Saturday, attend orientation on Sunday, and participate in academic workshops the following Monday through Friday. On Saturday, they travel to their Strategic Networking Engagement sites and participate in programming Sunday through Wednesday before traveling to Washington, D.C., on Thursday. In total, the host institution should plan programming for a period of 12 nights and 13 days (inclusive of Fellow arrival and departure). The U.S. Department of State and IIE will plan and implement programming for the remaining period. Please note that applicants should not include the cost of participant lodging or most meals in their budget proposal.

END OF AMENDMENT