

Instructions for Proposal Submission

(Please Read to the End)

USRF welcomes proposals to support projects that will advance USRF's mission and program priorities from organizations both in the United States and abroad.

Evaluation Process

Proposals are selected on a competitive basis. The final decision is made by the USRF Board of Directors. Approved proposals will be executed via a grant agreement signed between USRF and the applicant.

Proposals will be considered three times each year, for decision in October, January, and June.

- October proposals are due on September 1st.
- January proposals are due on December 1st.
- June proposals are due on May 1st.

Eligibility for Applicants

USRF welcomes proposals from organizations both in the United States and abroad.

The applicant should have at least a two-year financial history confirmed by reports to tax authorities that have jurisdiction over the applicant, and an established track record in successful project management and implementation.

Eligibility of Project Activity

USRF is non-partisan. It does not engage in or fund partisan political activity, partisan training, or training focused on electoral activities.

Proposal Selection Criteria

USRF has established **five areas of funding priority**:

1. **Rule of Law and Governance**

Focus on outreach, education, and training in law, information, media, and activities that build the capacity of Russian citizens to develop and sustain laws, institutions, and practices that enable good governance at the local, regional, and national levels.

2. **A Rules-Based Market Economy**

Focus on outreach, education, and training in legal, regulatory, economic, and business practices that build the capacity of Russian citizens for private entrepreneurship.

3. **Civil Society**

Focus on outreach, education, and training in the capacity of citizen groups in Russia to work within their communities to advance projects that develop and advance solutions which improve the well-being of Russian citizens.

4. **Expertise and Knowledge**

Invest in U.S. expertise and understanding of Russia, and in Russian expertise and understanding of the United States.

5. **Connections and Linkages**

Prioritize proposals that sustain and strengthen U.S.-Russian ties and cooperation.

Potential grantees are encouraged to develop proposals that integrate elements *across the five areas*, with USRF prioritizing integrative proposals that *work in multiple funding areas*.

USRF will also prioritize proposals that:

- **Identify** clear and plausible methods likely to be effective
- **Generate** sustainable expertise and relationships that are not dependent exclusively on single-source funding
- **Build** capacity in measurable ways, within Russia and the U.S., and in connections between them

Project activities should have practical and applicable results that can be disseminated and replicated.

Budget

Preference will be given to the projects with efficient budgets that achieve best value at the lowest cost.

Project budgets should be detailed and self-explanatory, and supported by a detailed budget narrative. Applicants are required to use the standard budget lines provided in the budget form on the website.

How to Apply

Proposals must be submitted using the following forms that can be accessed and downloaded on the USRF website:

1. *Project Narrative*
2. *Budget Narrative*
3. *Proposed Budget*

To submit an application, please send the above documents via e-mail to grants@usrf.us.

At a later stage, applicants may also be asked to provide additional materials such as letters of support from stakeholders, materials illustrating previous successes, and additional details on proposed activities and budget items.