

AMERICAN CITIZENS SERVICES NEWSLETTER

The Consular Section wishes All a Happy New 2010 Year!



Greetings from the Consular Section and best wishes for a healthy, happy and prosperous 2010 to all Americans and their families in Mongolia.

We are proud to represent the United States in Mongolia and look forward to working with the American community here to make all our lives safer and to keep us all connected to our culture back home. I hope any American who needs help will contact us to see if there is anything we can do to assist. While we cannot solve all problems, we can and will make every effort to help all Americans with their difficulties. We can be particularly helpful on issues related to passports and registrations of births abroad and can give advice on voting and US federal benefits. We can also provide any American victims of crime, accidents or serious illness with help obtaining appropriate local legal and medical expertise and can offer guidance on obtaining funds from abroad for those in financial need.

We have regularly scheduled American Citizens' hours at the Embassy on Mondays and Thursdays from 1:00 to 3:00 PM and will respond to real emergencies at any time. Please contact us if you need our help.

Best regards for the New Year,

Robert Pope
Consul

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Do not miss the Town Hall Meeting with Ambassador Adleton on January 22, 2010 !
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Tips For Child Passport Renewal

Here are some tips for your child's passport renewal that will make your next visit a breeze:

U.S. law requires that for all passport applicants under the age of 16, both parents and child **MUST** apply in person. If for any reason one of the parents cannot apply in person, they may submit an original notarized form DS-3053 which can be downloaded from the internet here: <http://www.state.gov/documents/organization/80106.pdf>

Since children grow up so quickly, they may look very different from their previous passport. Please bring photos of your child that cover the period from their last passport picture until the present. This will help prevent extra potential delays in processing.

Passport photos: Pay special attention to passport photograph requirements and make sure you obtain 2" by 2" photos.

Please remember to bring your child's original birth certificate and social security number.

As always, you may fill out the required forms using the Passport Wizard at the following site: <https://pptform.state.gov/?Submit=COMPLETE+FORM+DS-4085+ONLINE>.

Additional information about passport services may be found here: <http://mongolia.usembassy.gov/passports.html>



Become a fan of **U.S. Embassy Ulaanbaatar, Consular Section** on Facebook.

Town Hall Meeting on January 22, 2010

On January 22, 2010 the Consular Section will hold a Town Hall Meeting for American Citizens in Mongolia to welcome Ambassador Addleton back in Mongolia and discuss any issues of interest to the American Citizens. The Town Hall Meeting will take place at the Star Apartments Community Center between 5:30-7:30 pm.

If you plan to attend and have not signed up yet, please RSVP with the names of guests to UlaanbaatarACS@state.gov **NO LATER** than January 18, 2010. Please note that due to space limitations and nature of the event, we encourage you not to bring children to the event.

We will appreciate if you let us know what issues you want us to address during the meeting so that we can do advance preparation. You can direct your questions and/or comments to UlaanbaatarACS@state.gov.

The Consular Section requests your assistance in spreading the word of the Town Hall invitation so that American citizens who have not registered with the Embassy are included in this event. Those people should send an email to the above address stating that they are not registered but would like to attend.

Tax Information

Income tax season is fast approaching. We recommend that you obtain your tax forms online at <http://www.irs.gov/formspubs/index.html>. Please note that the IRS has just released the latest comprehensive guide for your 2009 taxes called Publication 17. You can read all about it and download it here: <http://www.irs.gov/newsroom/article/0,,id=216665,00.html>.

Please note that all U.S. citizens or resident aliens must report and pay federal tax on their worldwide income, even if they live abroad. For your convenience, attached is an electronic copy of the [Publication 4732](#) and it is also available on the internet at <http://www.irs.gov>

For more information on U.S. taxes, please consult the list of websites and telephone numbers below to help find the forms and answers you need.

STATE TAX RETURNS: For individual state income tax information, visit <http://www.taxadmin.org/>. The Embassy does not have state tax forms or state tax information

Main IRS website: www.irs.gov

Tax guidance for U.S. citizens abroad: <http://www.irs.gov/businesses/small/international/article/0,,id=97324,00.html>

Tax guidance for persons in the military: <http://www.irs.gov/individuals/military/index.html>

Electronic payment website: <http://www.eftps.gov/>

Refund information: <http://www.irs.gov/individuals/article/0,,id=96596,00.html?portlet=4>

Phone Services:

Individuals	1-800-829-1040
Businesses	1-800-829-4933
Customer Service Phone Number	1-215-516-2000
Refund Inquiries	1-800-829-4477
TeleTax	1-800-829-4477
ITINs after 6 weeks	1-800-829-1040
Exempt Organization Help Desk	1-877-829-5500
E-Services Help Desk	1-512-416-7750

Please note that calling the above 1-800 U.S. numbers from an overseas location will usually not be toll-free.

“Do not start if afraid; Once began do not be afraid.” - Mongolian proverb



**Call for Proposals
The Secretary's Office of Global Women's Issues
Department of State**

The U.S. Department of State is pleased to announce the launch of a new small grants initiative designed to promote women's political, economic and social advancement in developing countries.

The U.S. Embassy is now accepting proposals for up to a maximum of \$100,000 for programs which enhance leadership and economic opportunities for women. This may include funds to provide technical assistance and capacity building for local women's organizations. Project initiatives through this fund could include, *but are not limited to*, the following themes:

- Education:** women's literacy and innovative ways to keep girls in school and help ensure safety while attending school; health education initiatives;
- Food security:** supporting small holder female farmers through women's leadership and property rights training and land tenure reform advocacy initiatives;
- Climate change:** support to women's community groups for training in adaptation and mitigation, and enhanced participation of women in climate change problem solving;
- Gender-based violence (GBV):** support to NGOs or community-based resource centers in combating GBV; support for victims of domestic violence;
- Economic opportunity:** programs to provide training in business and management through mentoring, and support for women's artisan groups for product design, marketing, and related needs;
- Democracy and political empowerment:** political and policy reform and leadership trainings;
- Legal reform:** judicial and law enforcement training initiatives; promoting women's property rights; and equal access to justice.

PROPOSAL GUIDELINES

Interested institutions may submit proposals in **English** not exceeding **six pages in length**. Proposals must include the following sections:

1. One paragraph summary of the proposed project.
2. Description of the problem to be addressed
3. Project description, including:
 - specific activities;
 - desired outcomes;
 - performance measures.
4. Timeline—*Project should not exceed 18 months in duration.*
5. Detailed budget of **no more than \$100,000** (U.S. dollars)
6. Description of the recipient organization, including technical and management Capacity.

Please submit proposals by email to pao@usembassy.mn

The firm deadline for submission of proposals is **10 a.m. January 25, 2010.**



Americans Encouraged to Take the Foreign Service Test in Mongolia

U.S. Embassy Ulaanbaatar will be administering the Foreign Service Officer Test in Mongolia in early March. American citizens interested in careers in the Foreign Service are encouraged to visit <http://careers.state.gov> to learn more about what the Foreign Service does and to register online for the test.

The deadline for registering for the test is February 19th, 2010.

A Message to American Communities and Organizations in Mongolia

The Embassy encourages all business groups, churches, private companies, and other organizations with a nucleus of American citizens to make sure that the Embassy has a point of contact for your group.

To receive Embassy announcements and advisories via e-mail, please join the Embassy Newslist. Your membership in the Embassy Newslist will assure you of receiving Embassy issued announcements and advisories in a timely manner. Your private information will be kept strictly confidential.

Send an email to the Embassy at UlaanbaatarACS@state.gov giving the name of your organization, a point of contact (POC), email address, phone number, and any other contact information. It is not necessary that your POC be an American citizen. The Embassy will use this information to contact your group in an emergency. Please type "Group Contact Info" on the subject line of your email.

Upcoming Holidays

January 18—Martin Luther King Day

Embassy Contact Information

American Citizen Services
Embassy of the United States
11th Micro District
Big Ring Road
Ulaanbaatar 13, Mongolia
Tel: 976-11329-095
Fax: 976-11320-776
E-mail: UlaanbaatarACS@state.gov

- or -

American Embassy Ulaanbaatar
4410 Ulaan Baatar Place
Washington, DC

Travel Warnings and Alerts

[Pakistan](#) 01/07/2010

[Sudan](#) 12/31/2009

[Somalia](#) 12/31/2009

[India](#) 12/29/2009

[India - New Visa Regulations](#) 12/23/2009

For additional information about these travel warnings and alerts, please go to this site:

http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html

WONDERING IF THE FLIGHT IS ON TIME?

This website has virtually every flight in the world and is updated regularly. It has been used for MIAT and Korean Air flights and it has been accurate every time.

<http://www.flightstats.com/>

