



U.S. Embassy Paramaribo
Public Affairs Section



AMBASSADORS FUND FOR CULTURAL PRESERVATION (AFCP)
2018 GRANT APPLICATION

(For use when applying for both the AFCP 2018 Small Grants Competition
and AFCP 2018 Large Grants Competition)

Note: Application should be filled out in English and typed directly into the form provided. Please use at least a size 12 New Times Roman font and adhere to the length limits of each section.

A. Application Information

Date of this application

Project title

Project total cost *(in U.S. dollars)*

Amount requested from U.S. Embassy *(in U.S. dollars)*

Project duration and approximate start and end dates

Organization's name and brief description of organization's mission and relevant experience *(max. half page)*

B. Applicant's Information

Name of Applicant

Position in Organization

Organization Address

Telephone

Email

C. Project Information

Project Description, goals, and objectives

Please describe the exact activities that the Small Grant Application money will support. Be as specific as possible, and if this grant will be part of a larger project, clearly define what part of the grant Embassy funding support and how it fits into your overall grant request. Describe how you will measure program success against key indicators and provide milestones to indicate progress (maximum 2 pages)

Connection to U.S. Embassy Priority Themes *(maximum half a page)*

Please describe the objectives of your project and how they correspond with the U.S. Embassy priority themes.

Project Justification & Target Audience *(maximum half a page)*

Please provide brief analysis of the problem your project aims to address and a description of target group / project beneficiaries.

Budget

Please provide detailed budget including different lines under each category. You may add more lines if needed.

Explanation of budget categories

Personnel: Staff time of employees of the organization applying for funding.

Travel: Hotel, transportation, and per diem costs.

Supplies: Any expendable goods such as paper, nametags, pens, etc.

Contractual: Fees of individuals contracted to give training (not employees of your organization), venue rental, printing contract, etc

Equipment: Any physical equipment purchased to facilitate project, such as beamer or laptop (Include rental of equipment under Contractual category)

Other: Anything that does not fit above, including food/beverage. Be specific in listing.

Item (Ex: 3 nights x 4 pax hotel; 24 pens; meeting room rental @ 4 hours.)	Cost-Sharing (provided by yourself or other organizations)	Requested from US Embassy	Total Cost
Personnel			
Travel			
Supplies			
Contractual			
Equipment			
Other			

Budget Narrative

Please provide detailed explanation for each budget line item.

Project Sustainability and Long-Term Impact *(maximum half a page)*

Please provide an explanation how this project will continue and sustain itself logistically and financially after the U.S. Embassy-provided grant term is over. Will there be an outside or project-generated source of income in the future that will help sustain the program? Is this a one-time event or a long-term project?

Q. Are you seeking funding or other forms of support from other organizations to support this project?

- No
- Yes *(If Yes, please list partner organizations below and the type of support they are providing):*

I understand that if my project is chosen for consideration, I/my organization will be required to fill out other forms, and that there will be some reporting required at the end of my project on its outcomes in order to receive the final disbursement payment. I also understand that organizations applying for Federal Financial Assistance are required to obtain [a DUNS number](#) and register on www.sam.gov prior to receiving an award from the Department of State.

Signature

DUNS stands for Data Universal Numbering System (DUNS) number, which is a unique nine digit identification number provided by the Dun & Bradstreet (D&B) Credibility Corp. The DUNS Number identifies a single business entity. This number can be used to access a database which details the name of the company, its address, telephone number, line of business and number of employees — along with other pertinent information. **NOTE:** There is no charge for acquiring a DUNS Number.