ANNEX II

General Information & Guidelines
Ambassadors Fund for Cultural Preservation (AFCP)
2018 Large Grants Competition

FUNDING PRIORITIES: Proposals must adhere to AFCP guidelines and international standards for the preservation of cultural heritage.

FUNDING AMOUNTS: The minimum Large Grants Competition award amount is $200,000. Although no maximum amount is provided, since 2008 awards made through this program for new large-scale projects have ranged from $200,000 to $979,000, with an average award amount of $480,000.

FUNDING AREAS: The AFCP Large Grants Program supports the preservation of major ancient archaeological sites, historic buildings and monuments, and major museum collections that are accessible to the public and protected by law in the host country. Appropriate project activities may include:

- preventive conservation (addressing conditions that damage or threaten the site)
- stabilization (reducing the physical disturbance [settling, collapse, etc.] of a site)
- conservation (addressing damage or deterioration to a collection or sites)
- consolidation (connecting or reconnecting elements of a site)
- anastylosis (reassembling a site from its original parts)
- restoration (replacing missing elements to recreate the original appearance of a site, usually appropriate only with fine arts, decorative arts, and historic buildings)

SPECIAL NOTE REGARDING SITES AND OBJECTS THAT HAVE A RELIGIOUS CONNECTION: The establishment clause of the U.S. Constitution permits the government to include religious objects and sites within an aid program under certain conditions. For example, an item with a religious connection (including a place of worship) may be the subject of a cultural preservation grant if the item derives its primary significance and is nominated solely on the basis of architectural, artistic, historical, or other cultural (not religious) criteria.

EXCLUSIONS: AFCP will NOT support the following activities or costs; any application containing the same will be deemed ineligible:

A. Preservation or purchase of privately or commercially owned cultural objects, collections, or real property, including those whose transfer from private or commercial to public ownership is envisioned, planned, or in process but not complete at the time of application;
B. Preservation of natural heritage (physical, biological, and geological formations, paleontological collections, habitats of threatened species of animals and plants, fossils, etc.);
C. Preservation of hominid or human remains;
D. Preservation of news media (newspapers, newsreels, radio and TV programs, etc.);
E. Preservation of published materials available elsewhere (books, periodicals, etc.);
F. Development of curricula or educational materials for classroom use;
G. Archaeological excavations or exploratory surveys for research purposes;
H. Historical research, except in cases where the research is justifiable and integral to the success of the proposed project;
I. Acquisition or creation of new exhibits, objects, or collections for new or existing museums;
J. Construction of new buildings, building additions, or permanent coverings (over archaeological sites, for example);
K. Commissions of new works of art or architecture for commemorative or economic development purposes;
L. Creation of new or the modern adaptation of existing traditional dances, songs, chants, musical compositions, plays, or other performances;
M. Creation of replicas or conjectural reconstructions of cultural objects or sites that no longer exist;
N. Relocation of cultural sites from one physical location to another;
O. Removal of cultural objects or elements of cultural sites from the country for any reason;
P. Digitization of cultural objects or collections, unless part of a larger, clearly defined conservation or documentation effort;
Q. Conservation plans or other studies, unless they are one component of a larger project to implement the results of those studies;
R. Cash reserves, endowments, or revolving funds (funds must be expended within the award period [up to five years] and may not be used to create an endowment or revolving fund);
S. Costs of fund-raising campaigns;
T. Contingency, unforeseen, or miscellaneous costs or fees;
U. Costs of work performed prior to announcement of the award unless allowable per 2 CFR 200.458 and approved by the grants officer;
V. International travel, except in cases where travel is justifiable and integral to the success of the proposed project;
W. Travel or study outside the host country for professional development;
X. Individual projects costing less than $10,000;
Y. Independent U.S. projects overseas.

INELIGIBLE PROJECT APPLICANTS: AFCP does not award grants to individuals, commercial entities, or to embassies or past award recipients which have not fulfilled the objectives or reporting requirements of previous AFCP awards.
APPLICATION AND SUBMISSION INFORMATION: The application process for the AFCP Large Grants Program takes place in two rounds: Project Abstract (Round 1) and Full Application (Round 2). AFCP Large Grants Program applicants must submit completed Round 1 abstracts electronically to the U.S. Embassy Paramaribo via email to paramaribo-grants@state.gov by no later than 15 December 2017.

The U.S. Embassy Public Affairs Office will screen all abstracts for technical eligibility based on the criteria contained in the Notice of Funding opportunity and these guidelines. Abstracts will then be rated based on: the program funding priorities; the quality, soundness and comprehensiveness of the proposed project and budget; the urgency of the proposed project; the rationale for U.S. support of the project; the quality and quantity of supporting materials such as resumes (C.V.s) of the key project participants, images of the resource; and notices of official permission from the responsible resource steward (i.e. the responsible government ministry).

Embassies may submit more than one abstract. Each abstract will be considered on its own merit. If invited to submit Full Applications to Round 2, the AFCP Program Office will provide detailed instructions on how to do so in the Round 2 invitations.

MANDATORY PROJECT ABSACT (ROUND 1) REQUIREMENTS:

A. Full and complete Application for Federal Assistance (SF-424), including Budget Information for Non-Construction Programs (SF-424A), Assurances for Non-Construction Programs (SF-424B), and, if applicable, Disclosure of Lobbying Activities (SF-LLL)
B. Project basics, including title, project dates, location, and site.
C. Project applicant information, including contact information, DUNS Number, and SAM registration status.
D. Special designations (national monument, World Heritage Site, etc.).
E. Law(s) protecting the site or collection (citations only).
F. Project purpose that summarizes the project objectives and desired results.
G. Statement of importance highlighting the historic, architectural, artistic, or cultural (non-religious) values of the site or collection.

**Helpful Information on the Budget Categories**

- **Personnel:** Use this budget category for wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the project.
- **Travel:** Use this budget category for the estimated costs of travel and per diem for this project. If the project involves international travel, include a brief statement of justification for that travel either in the Project Activities Description or as an Attachment, in PDF or MSWord document.
- **Equipment:** Use this budget category for all tangible, non-expendable (non disposable) machinery, furniture, and other personal property having a useful life of more than one year (or a life longer than the duration of the project), and a cost of $5,000 or more per unit.
• **Supplies:** Use this category for building, conservation, and other materials that will be consumed (used up) during the course of the project. If an item costs more than $5,000 per unit, put it in the budget under Equipment.

• **Contractual:** Use this budget category for goods and services that the applicant intends to acquire through a contract with a vendor, such as masonry repair and re-pointing services that include the costs of materials as part of a contract, or professional photographic services that include photographic prints as part of the contract.

• **Other Direct Costs:** Use this budget category for other costs directly associated with the project, which do not fit any of the other categories. Examples include shipping costs for materials and equipment, and the costs of utilities (water, electricity, Internet) required for the project.

**COST SHARING OR MATCHING FUNDS:** There is no minimum or maximum percentage of cost participation required for this competition. When cost sharing is offered, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its proposal and later included in an approved agreement. The applicant will be responsible for tracking and reporting on any cost share or outside funding, which is subject to audit per 2 CFR 200. Cost sharing may be in the form of allowable direct or indirect costs.

**AMPLIFYING AFCP VIA CURRENT AND EMERGING TECHNOLOGIES:** The AFCP welcomes innovative ideas that grantees have to use mobile and online technologies strategically to amplify support for cultural heritage preservation locally and to share compelling project-related content with both targeted and broad audiences.

Additional details about the U.S. Ambassadors’ Cultural Preservation Fund can be found at: [http://exchanges.state.gov/heritage/afcp.html](http://exchanges.state.gov/heritage/afcp.html)