



2017 U.S. AMBASSADORS FUND FOR CULTURAL PRESERVATION ANNOUNCEMENT



The Embassy of the United States in Port-au-Prince is now accepting project proposals of over \$10,000.00 US for the U.S. Ambassadors Fund for Cultural Preservation 2017 competition (AFCP). The deadline for submitting proposals to the Public Affairs Section of the U.S. Embassy in Port-au-Prince is:

Friday, January 13, 2017

Since 2001, the U.S. Congress has directed the Department of State to support and implement the AFCP. Congress has noted that "Cultural preservation offers an opportunity to show other countries a different American perspective. By taking a leading role in efforts to preserve cultural heritage, we show our respect for other cultures." Once project proposals are received, U.S. Ambassadors in eligible countries may submit them for projects that are designed for the preservation of cultural heritage. The program is being administered by the Cultural Heritage Center of the Bureau of Education and Cultural Affairs of the Department of State.

1. PROJECT CATEGORIES:

(A) CULTURAL SITES

The "Cultural Sites" category includes restoration of an ancient or historic building, preservation of an archeological site, or documentation of cultural sites in a region for preservation purposes.

(B) CULTURAL OBJECTS AND COLLECTIONS

The "Cultural Objects and Collections" category includes conservation treatment for an object or collection of objects; assessment of the needs of a collection with respect to its condition and strategies for improving its state of conservation; inventory of a collection for conservation and protection purposes; the creation of safe environments for storage or display of collections; or specialized training in the care and preservation of collections.

(C) FORMS OF TRADITIONAL CULTURAL EXPRESSION

The "Forms of Traditional Cultural Expression" category includes documentation and audiovisual recording of traditional music and dance forms for broad dissemination as the means of teaching and further preserving them, or support for training in the preservation of traditional applied arts or crafts in danger of extinction.

2. INELIGIBILITY. AFCP does not support the following projects:

- 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 proposal submission
- 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 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 re-creation 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 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.

As a general rule, AFCP does not support independent U.S. projects abroad.

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 object 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.

3. PROPOSAL REQUIREMENTS. The project proposals must include or address the following:

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 Disclosure of Lobbying Activities (SF-LLL);

B. Project Basics, including title, project dates, and AFCP focus area;

C. Project Applicant information, including contact information, DUNS Number, and SAM registration;

D. Project Location;

E. Proof of Official Permission to undertake the project and the endorsement and support of the appropriate national authority;

F. Project Purpose that summarizes the project objectives and desired results;

G. Project Activities Description that presents the project tasks in chronological;

H. Project Time Frame or Schedule that identifies the major project phases and milestones, with performance target dates for achieving them (NOTE: Applicants may propose project performance periods of up to 60 months [five years] with five budget periods of one year each; projects must begin before September 30, 2016, and conclude no later than September 30, 2020);

I. Project Participant Information, specifically an estimated number of non-US and US participants and estimated number of primary and secondary participants, as well as resumes of

the proposed project director and other primary project participants, which demonstrate that the applying entity (ministry of culture, NGO, etc.) has assembled the requisite experience and the capacity to carry out projects to preserve cultural heritage;

J. Statement of Importance highlighting the historic, architectural, artistic, or cultural (non-religious) values of the cultural site, object, collection, or form of traditional expression;

K. Statement of Urgency indicating the severity of the situation and explaining why the project must take place now;

L. Statement of Sustainability outlining the steps or measures that will be taken to maintain the site, object, or collection in good condition after the AFCP-supported project is complete; or, in the case of forms of traditional cultural expression, to preserve and disseminate the documentation, knowledge, or skills either resulting or gained from the project;

M. Detailed Project Budget, demarcated in one-year budget periods (2017, 2018, 2019, etc.), that lists all costs in separate categories (Personnel, Fringe Benefits, Travel [including Per Diem], Equipment, Supplies, Contractual, Other Direct Costs, Indirect Costs, Cost Sharing); indicates funds from other sources; and gives a justification for any anticipated international travel costs (templates available upon request from the Center);

N. Budget Narrative explaining line by line how costs are estimated (quantity x unit cost, annual salary x percentage of time spent on project, etc.) and unique budget line items;

O. Attachments and Supporting Documents including, at a minimum and REQUIRED, five (5) high quality digital images (JPEGs) or audiovisual files that convey the nature and condition of the site, object, or form of expression and, in the case of a site or object, show the urgency or need for the proposed project (collapsing wall, water damage, worn fabric, broken handle, etc.), any historic structure reports, conservation needs assessments, and other planning documents compiled in preparation for the proposed project;

NOTE

Recipients (grantees) must be non-governmental organizations, museums, ministries of culture, or similar institutions. The Program (AFCP) strongly encourages proposals that include local non-U.S. government cost-sharing (including in-kind) from sources such as governments, international organizations, and the private sector. All previously received AFCP awards must have fulfilled all reporting requirements before applying for new awards.

DUNS NUMBER AND SAM REGISTRATION: Applicants requesting \$25,000 or more in federal assistance must have a Dun & Bradstreet Universal Numbering System (DUNS) number, a NATO Commercial and Government Entity (NCAGE) code, and be registered in the System for Award Management (SAM) prior to submitting applications

Applicants may acquire DUNs numbers at no cost by calling the dedicated toll-free DUNs number request line at 1-866-705-5711 or by requesting a number online at

<http://fedgov.dnb.com/webform>. Non-U.S. based applicants may request a NCAGE code at <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>. SAM is the official, free on-line registration database for the U.S. Government. SAM.gov replaced the Central Contractor Registration (CCR), the Online Representations and Certifications Application (ORCA), and the Excluded Parties List System (EPLS) in July 2012. SAM.gov collects, validates, stores, and disseminates data in support of federal agency acquisition and grant award mission. Registration in SAM is free: <https://www.sam.gov/portal/public/SAM/>

4. SUBMISSIONS:

The deadline for submitting Haiti project proposals is **Friday January 13, 2017**

Proposal must be submitted in English to the Embassy of the United States in Port au Prince in one of two formats:

Email: TO: papculture@state.gov SUBJECT: AFCP 2017 – Your institution’s name

English Hard Copy: U.S. Embassy - Public Diplomacy, Tabarre 41 Blvd 15 Octobre, Port-au-Prince, Haiti.