



Embassy of the United States of America Majuro

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Ambassador Thomas Armbruster
Embassy of the United States of America
To the Republic of the Marshall Islands

Announces

THE AMBASSADORS FUND FOR CULTURAL PRESERVATION-PROJECT GRANT

The Ambassadors Fund for Cultural Preservation (AFCP) is an annual competition which supports projects in the following categories:

- A) Cultural sites;
- B) Objects and collections of objects from a museum, site, archive, or similar institution;
- C) Forms of traditional cultural expression.

Complete project proposals are due to the U.S. Embassy by **MONDAY, DECEMBER 31, 2012**.

Summaries of proposed projects may be submitted to the Public Diplomacy Office at the US Embassy by **MONDAY, DECEMBER, 10, 2012** to facilitate further guidance and/or acceptance criteria to proposing agencies. **THE EMBASSY RECOMMENDS SUBMITTING PROPOSALS EARLY** in order to receive feedback before final proposal submission.

Grants may range between US\$ 10,000 – 194,000. A clearly itemized and concise budget plan must accompany each proposal.

The **CULTURAL SITES** category (A) includes (but is not limited to) restoration of an ancient or historic building, preservation of an archaeological site, or documentation of cultural sites in a region for preservation purposes.

Proposals in the **OBJECTS AND COLLECTIONS OF OBJECTS** category (B) may involve, for example, conservation treatment for an object or collection of objects; needs assessment 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.

Proposals in the FORMS OF TRADITIONAL CULTURAL EXPRESSION category (C) may involve 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.

FUNDING PRIORITIES-SPECIFIC TO THE AFCP 2013 ANNUAL COMPETITION: Proposals that meet one or more of the following criteria will receive special consideration in FY 2013:

- A) Directly support U.S. treaty or bilateral agreement obligations, such as cultural property protection agreements;
- B) Strengthen capacity in country to preserve and protect cultural heritage;
- C) Support the preservation of inscribed World Heritage sites;
- D) Advance long-term cultural preservation objectives, lay the groundwork for subsequent AFCP-supported activities, or encourage the continued or expanded application of proven methods at the project site or elsewhere; and
- E) Engage, women, youth, or under-served communities.

EXCLUSIONS: AFCP does NOT support the following:

- (A) Preservation or purchase of privately or commercially owned cultural objects, collections, or real property;
- (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 (newspaper, newsreels, 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 historical 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 or permanent coverings;
- (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 and may not be used to create an endowment or revolving fund or otherwise spent over many years
- (S) Costs of fund-raising campaigns;.
- (T) Indirect costs or operating expenses, i.e. expenses incurred during the day-to-day operational activities of an organization, such as office rent, utilities, license fees, and other costs for administrative time, services or materials not directly related to performing project work;
- (U) Contingency, unforeseen, or miscellaneous costs or fees;
- (V) Costs of work performed prior to announcement of the award;
- (W) International travel, except in cases where travel is justifiable and integral to the success of the proposed project;
- (X) Travel or study for professional development;
- (Y) Projects totaling less than US \$10,000;
- (Z) Independent U.S. projects overseas.

ELIGIBLE PROJECT APPLICANTS: Reputable and accountable non-commercial entities, such as non-governmental organizations, museums, ministries of culture, or similar institutions and organizations that are able to demonstrate that they have the requisite experience and capacity to manage projects to preserve cultural heritage.

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, AFCP focus area, and other top-level information;
- (C) Project Applicant information, including contact information, DUNS Number, and SAM registration number (**NOTE:** Applicants requesting \$25,000 or more must have a DUNS number and be registered in the System for Award Management (SAM) **PRIOR** to submitting applications);
- (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 briefly explains the project objectives and desired results;
- (G) Project Activities Description that explains how the applicant intends to achieve the project objectives and results, presents proposed tasks in a logical order, and describes how those tasks directly contribute towards achieving the project objective and results;
- (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 (5 years) with five budget periods of **ONE YEAR** each; projects must begin before September 30, 2013, and conclude no later than September 30, 2017);

- (I) Project Participant Information, specifically an estimated number of non-U.S. and U.S. 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 (2013, 2014, 2-15, etc), that lists all costs in separate categories (Personnel, Fringe Benefits, Travel (including Per Diem), Equipment, Supplies, Contractual, Other Direct Costs, Cost Sharing); indicates funds from other sources; and gives a justification any anticipated international travel costs;
- (N) Attachments and supporting documents, including, at 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;

In preparing proposals the following would be useful to note:

- Digital images clearly showing the conditions of cultural sites and objects can save you a lot of time at the computer. Detailed photographs of physical deterioration or environmental conditions, for example, can convey the urgency of a project in ways words alone cannot. Let pictures do some of the heavy communications work by making them an integral part of your proposals.
- Don't fret over the length of a proposal; focus on the quality of the content. Proposals that succinctly, directly and thoroughly communicate the Who, What, When, How, and Why of a project stand out in the minds of reviewers.

Should you require assistance or have queries in the preparation of your proposals, please do not hesitate to contact Darlene Korok or Erin Jacobs at the U.S. Embassy (247-4011) or write to Majuropd@state.gov citing the subject "AMBASSADORS FUND FOR CULTURAL PRESERVATION".