

2018 Ambassadors Fund for Cultural Preservation (AFCP) Small Grants Program

The U.S. Embassy is accepting project proposals for the 2018 AFCP Small Grants Program until December 31, 2017. This competitive global fund was established to help countries preserve cultural heritage and to demonstrate U.S. respect for other cultures. The projects selected to receive funding under this program will advance U.S. diplomatic goals and demonstrate the depth of U.S. respect for the cultural heritage of Montenegro. The Fund is aimed at preserving cultural sites or objects that have a historical or cultural significance to the cultural heritage of Montenegro. In 2017, grants to selected recipients ranged from US\$24,000 to US\$174,000.

Completed project proposals must be submitted in English electronically to PodgoricaGrants@State.Gov by **December 31, 2017**.

All proposals must comply with the [regulations and guidelines](#).

Regulations and Guidelines – Small Grants Program

The U.S. Embassy Podgorica and the Cultural Heritage Center of the Bureau of Education and Cultural Affairs of the Department of State are pleased to announce the 2018 call for proposals for the Ambassadors Fund for Cultural Preservation (AFCP) Small Grants Competition.

The deadline for submitting proposals is December 31, 2017.

AFCP was established to support countries in preserving their cultural heritage and to demonstrate U.S. respect for other cultures. The AFCP competition for Montenegro aims to preserve cultural sites or objects and museum collections of historical or cultural significance to the cultural heritage of Montenegro. This award is considered to be an important contribution to the preservation of world cultural heritage.

Completed project proposals in English must be submitted electronically to PodgoricaGrants@State.Gov by **December 31, 2017**. All proposals must comply with the regulations and guidelines below. Incomplete applications will not be reviewed. The main project proposal document should be in Microsoft Word format, but attachments can be sent in jpeg and pdf.

AWARD INFORMATION:

Funding Instrument Type: Grant

Floor on Amount of Individual Awards: US \$10,000 per project

Ceiling on Amount of Individual Awards: US \$200,000 per project

FUNDING AREAS: AFCP will recommend for funding those proposals that include project activities that adhere to the following guidelines and international standards for the preservation of cultural heritage. These activities may include:

- **CULTURAL SITES:** conservation of an ancient or historic building, preservation of an archaeological site, or documentation of cultural sites in a region for preservation purposes.
- **CULTURAL OBJECTS AND COLLECTIONS:** conservation treatment for an object or collection of objects from a museum, site or similar institution – that include but are not limited to, archeological and ethnographic objects, paintings, sculpture, manuscripts, and general museum conservation needs; 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.
- **FORMS OF TRADITIONAL CULTURAL EXPRESSION:** documentation and audiovisual recording of traditional music, indigenous languages 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: Applications for projects that directly support one or more of the following will receive additional consideration in 2018:

- U.S. treaty or bilateral agreement obligations, such as cultural property protection agreements;
- Disaster risk reduction for cultural heritage in seismically active and other disaster-prone areas
- Post-disaster cultural heritage recovery
- Preservation of inscribed World Heritage sites

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 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.

INELIGIBLE ACTIVITIES AND UNALLOWABLE COSTS: AFCP will NOT support the following activities or costs, and applications involving any of the activities or costs below 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 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 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 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 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
- 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 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 reporting requirements of previous AFCP awards.

COST SHARING AND OTHER FORMS OF COST PARTICIPATION: There is no minimum or maximum percentage required for this competition. However, AFCP encourages cost sharing, in-kind contributions, and other forms of cost participation. 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. Cost sharing may be in the form of allowable direct or indirect costs.

APPLICATION REQUIREMENTS:

- A. Project Basics, including title, project dates, AFCP focus area
- B. Project Applicant information, including contact information, DUNS Number, and SAM registration
- C. Project Location
- D. Proof of Official Permission to undertake the project and the endorsement and support of the appropriate national authority
- E. Project Purpose that briefly explains the project objectives and desired results
- F. Project Activities Description that presents the project tasks in chronological order

G. Project Time Frame or Schedule that lists the major project phases and milestones with 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, 2018, and conclude no later than September 30, 2023)

H. 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

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

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

K. 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

L. Detailed project budget, demarcated in one-year budget periods (2018, 2019, 2020, 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 for any anticipated international travel costs

M. Budget narrative explaining line by line how costs are estimated (quantity x unit cost, annual salary x percentage of time spent on project, etc.)

N. 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

O. Proposals of \$25,000 or more must have a DUN and Bradstreet Universal Number System (DUNS) number and be registered in the SAM database system prior to submitting applications. Applicants may obtain DUNS numbers at no cost at the following link:<http://fedgov.dnb.com/webform/displayHomePage.do;jsessionid=D8FFE64762>
For questions and/or to request an application template, please contact the U.S. Embassy at PodgoricaGrants@State.Gov.