



Embassy of the United States of America

U.S. Embassy Pretoria – Public Affairs Section Notice of Funding Opportunity – DOS-PTA-AFCPS20 October 28, 2019

1. Program Description

The Public Affairs Section (PAS) of the Embassy of the United States of America in South Africa invites interested non-profit organizations, public international organizations, and private, public, or state institutions of higher education in South Africa and the United States to submit abstracts for Ambassador’s Fund for Cultural Preservation projects in accordance with the specifications outlined below. Please review all information in this announcement prior to submitting applications or questions.

The Department of State established the Ambassador’s Fund for Cultural preservation (AFCP) at the request of the Congress in Conference Report 106-1005 accompanying H.R. 4942 (October 26, 2000). The projects recommended for funding under this program shall advance U.S. foreign policy goals and demonstrate American leadership in the preservation and protection of cultural heritage in support of prosperity and stability around the world.

Additional information regarding AFCP can be found at the following link:

<https://eca.state.gov/cultural-heritage-center/ambassadors-fund-cultural-preservation>

There are no applicant administrative or service provider fees associated with submitting applications under this announcement.

2. Award Information

- A. Funding Instrument Type: Grant
- B. Program Authorization: “Mutual Educational and Cultural Exchange Act of 1961” (P.L. 87-256 Sec 102(b)(5), as amended)
- C. CFDA Number: 19.025
- D. Floor on Award Amount: US \$10,000 per project
- E. Ceiling on Award Amount: US \$200,000 per project
- F. Anticipated number of awards: 25-35 globally

In FY 2019, awards made through this program globally ranged from US \$25,000 to US \$200,000.

3. Funding Areas

The AFCP 2020 Small Grants Competition supports the preservation of cultural sites, cultural objects and collections, and forms of traditional cultural expression. Appropriate project activities may include:

- A. In the case of 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
- B. In the case of cultural objects and collections: conservation needs assessments and treatment, inventory of a collection for conservation purposes, the creation of safe environments for storage or display of collections, or specialized training in the care and preservation of collections
- C. In the case of 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.

4. Funding Priorities

Applications for projects that do one or more of the following will receive additional consideration in FY 2020:

- A. Support U.S. treaty or bilateral agreement obligations
- B. Support U.S. Embassy Integrated Country Strategies
- C. Support disaster risk reduction for cultural heritage in disaster-prone areas
- D. Support post-disaster cultural heritage recovery
- E. Preserve World Heritage sites
- F. Partner, connect with or feed into other ECA programs

5. 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.

6. Ineligible Activities and Unallowable Costs

AFCP does not support the following activities or costs, and applications involving any of these activities or costs 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 (e.g., physical, biological, and geological formations, paleontological collections, habitats of threatened species of animals and plants, fossils)
- C. Preservation of hominid or human remains
- D. Preservation of news media (e.g., newspapers, newsreels, radio and TV programs)

- 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 US \$200,000 or more than \$800,000
- Y. Independent U.S. projects overseas

7. Eligible Project Applicants

The Center defines eligible project applicants as reputable and accountable non-commercial entities that are registered and active in SAM.gov and able to demonstrate that they have the requisite experience and capacity to manage projects to preserve cultural heritage. This may include non-governmental organizations, museums, ministries of culture, or similar institutions and organizations, including U.S.-based organizations subject to Section 501(c)(3) of the tax code. The Embassy will vet applicants for eligibility, suitability, and reputable performance in cultural preservation or similar activities and ensure that the applicants are able to receive U.S. federal assistance. The AFCP will not award grants to individuals, commercial entities, or past award recipients that have not fulfilled the objectives or reporting requirements of previous AFCP awards.

8. Application and Submission Information

Proposal Requirements (Deadline: December 1, 2019 11:59pm Pretoria time): All submitted documents must be in English. Proposal documents should be submitted electronically (.pdf or .doc formats only) to PretoriaGrants@state.gov. All application documents must be submitted via email; applications submitted by cloud sharing service, portable hard drive, disc, or other shared media will not be reviewed.

The Embassy reserves the right to request modifications or adjustments to proposed activities and budget based on Embassy goals and other relevant factors.

Project proposals must be in Times new Roman 12 point font. Proposals must include 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, if applicable, 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 status, as applicable
- D. Project location
- E. Proof of official permission to undertake the project from the office, agency, or organization that either owns or is otherwise responsible for the preservation of the site, object, or collection
- F. Project purpose that summarizes the project objectives and desired results
- G. Project activities description and timeframe that present the project tasks in chronological order and list the major milestones with target dates for achieving them (Note: Applicants may propose project periods of up to 60 months [five years])
- H. Resumes or CVs of the proposed project director and other primary project participants
- I. Statement of importance highlighting the historic, architectural, artistic, or cultural (nonreligious) values of the site, 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. Implementer Public Awareness Plan describing how the applicant intends to highlight and amplify AFCP-supported activities through print, electronic, and social media platforms
- L. Maintenance Plan outlining the steps or measures that will be taken to maintain and sustain 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 gained from the project
- M. Detailed project budget, demarcated in one-year budget periods (2020, 2021, 2022, etc.), that lists all costs in approved cost categories and identifies funds from other sources
- N. Budget narrative explaining any large budget line items, detailing how costs were estimated (e.g., quantity x unit cost, annual salary x percentage of time spent on project), and justifying any proposed international travel costs (Note: Applicants may include narrative within the budget sheet)
- O. Supporting documents including, at a minimum and required, five (5) high quality digital images (JPEGs preferred) 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 (e.g., collapsing walls, water damage, worn fabric, broken handle), any historic structure reports, conservation needs assessments, and other planning documents compiled in preparation for the proposed project

Note: The list above includes items required by 2 CFR 200 and State Department federal assistance regulations. In addition, a budget worksheet is appended to this funding opportunity; use of this worksheet is not required but is strongly recommended.

Applicants will be notified in writing by December 15, 2019 if their project will be advanced to the finalist round of selection in Washington, D.C.

9. Application Selection Criteria

The Embassy will first screen all applications for technical eligibility. A panel of Embassy officials will then rate applications and determine which may be advanced to the final round of evaluation in Washington, D.C. The Embassy may deem applications ineligible if they do not fully adhere to the criteria stated herein.

The Embassy will rate all technically eligible applications using the following point-based system:

- A. Purpose, Description, and Importance: 25 points max
- B. Urgency: 15 points max
- C. Maintenance Plan: 10 points max
- D. Rationale for U.S. Support: 15 points max
- E. Embassy Media Plan: 10 points max
- F. Budget and Budget Narrative: 15 points max
- G. Supporting Materials: 10 points max

10. Award Announcement

The Embassy will announce the results of the AFCP 2020 Small Grants Program once the Department's FY 2020 funding levels are known and a spend plan is approved. Applicants must understand that this may be as late as August 2020.

11. Period of Performance of AFCP 2020 Grants

The period of performance must begin before September 30, 2020 and may be up to five years in duration. No activities pursuant to the proposal can commence prior to official notification and ratification of award documents. Reimbursements for such activities will not be permitted.

12. Administrative and National Policy Requirements

Notices of Award for AFCP projects incorporate terms and conditions subject to OMB Uniform Guidance (2 CFR 200): Cost Principles, Audit, and Administrative Requirements for Federal Awards (2 CFR Chapter I, Chapter II, Part 200, et al.). All applicants should familiarize themselves with these requirements. Other requirements and guidance will appear as program-specific provisions or be incorporated by reference in the Notice of Award.

13. Performance and Deliverables

Once approved, AFCP 2020 award recipients must submit performance progress, federal financial status reports, and final reports on time as specified in the Notice of Award. Information regarding funded projects will be compiled in a report to the U.S. Congress and in a published annual report available to the public.

14. Cost Sharing and Other Forms of Cost Participation

There is no minimum or maximum percentage of cost participation required for this competition. When an applicant offers cost sharing, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its application 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.

15. DUNS Number and SAM Registration

Applicants 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 full applications. It is mandatory for applicants to have a DUNS and SAM.gov registration unless they meet one of the exemptions specified in the Federal Assistance Directive (<https://usdos.sharepoint.com/sites/A-OPE/FA/SitePages/Policy.aspx>). The DUNS/NCAGE/SAM.gov process can take weeks/months, especially for non-U.S. applicants. 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://eportals.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 missions. Registration in SAM is free: <http://sam.gov>.

Note: The DUNS/NCAGE/SAM.gov process can take weeks/months, especially for non-U.S. applicants. Embassy offices cannot assist organizations with obtaining a these numbers and registration.

16. Disclaimer

Issuance of this funding opportunity does not constitute an award commitment on the part of the AFCP program or the U.S. Government. The Embassy reserves the right to waive program formalities and to reduce, revise, or increase application budgets in accordance with the needs of the program and the availability of funds.

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