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2023 U.S. AMBASSADORS FUND FOR CULTURAL PRESERVATION COMPETITION ANNOUNCEMENT

The U.S. Embassy is pleased to announce the launch of the 2023 U.S. Ambassadors Fund for Cultural Preservation (AFCP) Competition. Vietnamese non-commercial entities may submit proposals ranging from \$10,000 to \$500,000 for projects with a main objective of preserving cultural heritage in Vietnam. Proposals (in English) are due to the U.S. Embassy Hanoi by **December 25, 2022.**

Application guidelines:

1. Grants information

Project applicants can submit applications for AFCP Grants from \$10,000 to \$500,000.

2. Competition format

Eligible implementers are invited to send their concept notes to the Embassy by December 25, 2022. The U.S. Embassy will use a two-round selection process. In Round 1, the Embassy will review concept notes and select proposals that focus on the relevant public diplomacy objectives. Shortlisted proposals will then be invited to participate in Round 2 to go into further details about the technical aspects of their proposed projects and submit a full application.

3. Eligible Project Implementers

Eligible project implementers are defined as reputable and accountable non-commercial entities that can demonstrate they have the requisite capacity to manage projects to preserve cultural heritage. Eligible implementers may include non-governmental organizations, museums, educational institutions, ministries/ departments of culture, or

similar institutions and organizations, including U.S.-based educational institutions and organizations subject to Section 501(c)(3) of the tax code. 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 awards.

Project implementers must be registered and active in the U.S. government's System for Award Management (SAM) to receive U.S. federal assistance. Further information on how to register will be provided to shortlisted implementers upon notification.

4. Funding areas

The AFCP Grants Program supports the preservation of archaeological sites, historic buildings and monuments, museum collections, and forms of traditional cultural expression, such as indigenous languages and crafts. Appropriate project activities may include:

- a) Anastylosis (reassembling a site from its original parts);
- b) Conservation (addressing damage or deterioration to an object or site);
- c) Consolidation (connecting or reconnecting elements of an object or site);
- d) Documentation (recording in analog or digital format the condition and salient features of an object, site, or tradition);
- e) Inventory (listing of objects, sites, or traditions by location, feature, age, or other unifying characteristic or state);
- f) Preventive Conservation (addressing conditions that threaten or damage a site, object, collection, or tradition);
- g) Restoration (replacing missing elements to recreate the original appearance of an object or site, usually appropriate only with fine arts, decorative arts, and historic buildings); and
- h) Stabilization (reducing the physical disturbance of an object or site).

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. Funding priority

Proposals for projects that meet one or more of the following criteria will receive consideration in FY 2023:

- Directly support U.S. treaty or bilateral agreement obligations
- Directly support U.S. policies, strategies and objectives in Vietnam
- Support disaster risk reduction for cultural heritage in disaster-prone areas or post-disaster cultural heritage recovery
- Partner, connect with, or feed into other U.S. Government Bureau of Educational and Cultural Affairs (ECA) or public diplomacy programs.

7. Project Design Support

The Cultural Heritage Center has prepared project design tips, a glossary of terms, and other materials for self-guided learning and identifying best practices when undertaking certain kinds of projects such as the conservation of objects and interpretation at small rural museums. The design tip sheet and other materials are available at <https://bit.ly/AFCP23>.

8. 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 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;
- v) International travel, except in cases where travel is justifiable and integral to the success of the proposed project or to provide project leaders with learning and exchange opportunities with cultural heritage experts;
- w) Individual projects costing less than US \$10,000 or more than \$500,000; and
- x) Independent U.S. projects overseas.

9. Application and Submission Information

Project implementers must complete the application form and send an electronic version of your concept note (in English) along with other required documents (see part 10) to the U.S. Embassy Public Affairs Section via email by **December 25, 2022** with email subject line **“Application for AFCP 2023 – [PROJECT NAME]”**. If you have any questions or would like to discuss your initial ideas ahead of submitting the formal concept note, please reach out to our office.

Applicants residing from Quang Tri and areas to the north, please email NguyenNTM@fan.gov

Applicants residing from Hue and areas to the south, please email TAYL@fan.gov

For further inquiries, please contact us at the email addresses above.

10. Round 1 Concept Note Requirements (Deadline: December 25, 2022): Eligible applicants must submit documents in English. Project applications must include:

- a) Full and complete Application Form
Note: all information in the Application Form must be filled in including DUNS Number, and SAM registration status, as applicable. Details on SAM Registration can be found in section 14.
- b) 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)

- c) Detailed project Budget Form that lists all costs in separate categories (Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual, Other Direct Costs, Indirect Costs)
- d) Proof of official permission to undertake the project from the office, agency, or organization that either owns or is otherwise responsible for the preservation and protection of the site or collection
- e) Project Scope of Work summarizing the preservation goals and any broader host country or community goals (i.e., what they hope to gain from the project beyond the preserved heritage and how they plan to get there; 3,000 characters maximum).
- f) Rationale for AFCP Support, explaining why it's in the interests of the U.S. government to fund the project, specifically:
 - i. how the project relates to specific U.S. Mission's goals, existing bilateral agreements, or other U.S. foreign policy objectives (1,000 characters maximum).
 - ii. the projected public diplomacy benefits and impacts of the project (1,000 characters maximum).
- g) Five (5) high quality digital images (JPEGs) or audiovisual files that convey the nature and condition of the site, collection, or tradition and show the urgency or need for the proposed project (collapsing walls, water damage, etc.).

Application Form and all Budget Forms can be downloaded at: <https://bit.ly/AFCP23>

12. Round 2 Full Application Requirements (Deadline: March 28, 2023): Applicants invited to Round 2 will receive submission instructions upon notification.

13. Cost Sharing and Other Forms of Cost Participation: There is no minimum or maximum percentage of cost participation required. When an implementing partner offers cost sharing, it is understood and agreed that the partner must provide the amount of cost sharing as stipulated in the budget of the application and later included in an approved agreement. The implementing partner 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.

14. SAM Registration: An implementing partner must be registered in the U.S. government's System for Award Management (SAM) prior to receiving U.S. federal assistance. The SAM registration process, which requires either a Commercial and Government Entity (CAGE) or a NATO Commercial and Government Entity (NCAGE) code, can take weeks or months, especially for non-U.S. applicants. Non-U.S. based applicants may request a NCAGE code at <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>. SAM will assign a Unique Entity Identifier (UEI) automatically to any entity registering or renewing its record in the system fedgov.dnb.com Registration in SAM is free: <https://sam.gov/>.

15. Performance and Deliverables

AFCP 2023 award recipients must submit performance progress reports, federal financial status reports, and final reports on time as specified in the Notice of Award. In cases where the proposed public diplomacy or other expected impacts may not be fully realized at the immediate conclusion of the project, the Center may request continued voluntary reporting on specific topics. The Center may compile this information into reports to Congress and other documents.

End.