**U.S. DEPARTMENT OF STATE
U.S. EMBASSY DAKAR**

**Notice of Funding Opportunity**

**Funding Opportunity Title:  Ambassadors Fund for Cultural Preservation 2023**

**Funding Opportunity Number:** DPDS-DKR-NOFO/AFCP-FY23-03

**Deadlines for Applications**: Round 1 - January 11, 2023; 5:30PM GMT

 Round 2 – April 18, 2023 5: 30PM GMT

**CFDA Number:** 19.025

**Total Amount Available:** $10,000-$500,000

**A. PROGRAM DESCRIPTION**The U.S. Ambassadors Fund for Cultural Preservation (AFCP) supports a wide range of projects around the world, including in Senegal and Guinea-Bissau, to preserve cultural heritage. The U.S. Government created the fund in 2001 to assist developing countries efforts to preserve their cultural patrimony. To ease the administrative work, the Center in Washington, has divided the application process into two rounds and reduced the amount of information required up front. The first streamlined round will collect project ideas from applicants in the form of concept notes (2 pages), due January 11, 2023. In Round 2, the Embassy will invite applicants with promising ideas to submit full project applications, due April 18, 2023.Generally, no more than one project per country is selected. Preservation projects should take place over a period of 12 months; financing is non-renewable.

Please carefully follow all instructions below.

**Priority Region:**

Senegal or Guinea-Bissau.

**Program Objectives:**

**The U.S. Embassy in Dakar works with partner organizations on several projects to advance shared values, such as tolerance and respect for cultural diversity in Senegal and Guinea-Bissau. Projects that seek to preserve cultural sites, objects, collections, and intangible forms of expression under threat from the mining industry are encouraged.**

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

* ***Cultural sites*: conservation of an ancient or historic building, preservation of an archeological 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 not limited to, archaeological 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.**

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 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.

**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 (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, documentation, or public diplomacy 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 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;**

**x) Independent U.S. projects overseas.**

**Participants and Audiences:**

**Projects should include outreach activities that spread awareness to, inform, and involve public groups.**

**B. FEDERAL AWARD INFORMATION**

Length of performance period: Twelve months

Number of awards anticipated: One

Award amounts: Awards may range from a minimum of $10,000 to a maximum of $500,000

Total available funding: $500,000

Type of Funding: Fulbright Hays

Anticipated program start date: September 30,2023

**This notice is subject to availability of funding.**

**Funding Instrument Type:**Grant

**Program Performance Period**: Proposed programs should be completed in 12 months or less.

**C. ELIGILIBITY INFORMATION**

1. Eligible Applicants

**Including but not limited to; reputable and accountable non-commercial entities, such as non-governmental organizations, museums, ministries of culture, institution of higher education or similar institutions and organizations, including U.S.-based organizations subject to Section 501(c)(3) of the tax code, 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.**

AFCP does not award grants to individuals, commercial entities, or past award recipients that have not fulfilled the objectives or reporting requirements of previous AFCP awards.

1. Cost Sharing or 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.

1. Other Eligibility Requirements

In order to be eligible to receive an award, all organizations must have these Registrations (see Section D for more information):

* <https://eportal.nspa.nato.int/AC135Public/scage/CageList.as> to get a NCAGE Code.
* [www.sam.gov](http://www.sam.gov) to get a Unique Entity Identifier

**All organizations must have a bank account, a physical address, and an accounting system.**

**D. APPLICATION AND SUBMISSION INFORMATION**

1. Address to Request Application Package

Application forms required below are available at [https://sn.mwp.usembassy.gov/funding-opportunities/](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsn.mwp.usembassy.gov%2Ffunding-opportunities%2F&data=05%7C01%7CSambAF%40state.gov%7C5c4d5aee334045a1b1cc08dad866f535%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C638060233951720844%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=RUPGkZgNDyR7rP24E8gPTPHuvGGj06MVrJpo%2BOn5nFc%3D&reserved=0)

1. Content and Form of Application Submission

Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or fail to comply with the stated requirements will be ineligible.

**Content of full Application**

Required documents. For document templates, please see the “Templates” section on [https://sn.mwp.usembassy.gov/funding-opportunities/](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsn.mwp.usembassy.gov%2Ffunding-opportunities%2F&data=05%7C01%7CSambAF%40state.gov%7C5c4d5aee334045a1b1cc08dad866f535%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C638060233951720844%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=RUPGkZgNDyR7rP24E8gPTPHuvGGj06MVrJpo%2BOn5nFc%3D&reserved=0)

* Form SF-424—Application for Federal Assistance;
* Form SF-424A—Budget Information for Non-Construction Programs;
* Form SF-424B—Assurances for Non-Construction Programs;
* Project Proposal Form
* Line item budget
* One-page CV or resume of key personnel who are proposed for the

project

Please ensure:

* The proposal clearly addresses the goals and objectives of this funding opportunity
* The proposal has a concrete implementation plan with well-conceived objectives, a clear audience, and indicators that are specific, measurable, and achievable
* All documents are in English
* All budgets are in U.S. dollars
* The proposal form is returned as a Word document
* The line-item budget form is returned as an Excel document
* The SF-424, 424A, and 424B are returned as Adobe Acrobat documents
* Successful registration and identification numbers for DUNS, NCAGE, and SAM.

**Required Registrations:**

An implementing partner must be registered in the U.S. government’s System for Award Management (SAM) prior to receiving U.S, federal assistance 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 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. <http://fedgov.dnb.com/webformRegistration> in SAM is free: <https://sam.gov> /.

1. Submission Dates and Times

1st Round: January 11, 2023; 5:30PM GMT

2nd Round: April 18, 2023; 5:30PM GMT

Due to the high volume of applications, we cannot offer feedback on individual applications.

1. Funding Restrictions
* Funds cannot be used for any military or paramilitary purpose
* Funds are subject to a restriction on assistance to police, prisons, other law enforcement forces, and programs of internal intelligence or surveillance
* All programming must be implemented in a manner consistent with the Establishment Clause of the First Amendment to the U.S. Constitution. Federally-funded programs and activities must both a secular purpose and a secular effect (i.e. not a principal or primary effect of advancing religion)
* Funds cannot be used for projects that are focused on development assistance
* Funds cannot be used for donations
* Individual projects costing less than US $10,000 or more than $500,000
* Funds can only be given to an organization, not to an individual
1. Other Submission Requirements

**All application materials must be submitted by email to DakarAFCP@state.gov**

**E. APPLICATION REVIEW INFORMATION**

1. Criteria

**Round 1**

In consultation with the regional bureaus, ECA and the Center will determine which project ideas advance to the Round 2 application stage based on the following criteria:

i. anticipated preservation and public diplomacy impacts;

ii. potential contributions to U.S. foreign policy;

iii. potential contributions to host-country or community objectives and aims.

The deadline for Round 1 is January 11, 2023.

Once Embassy gets result of the 1st Round, by end of February 2023, recipients will be notified, and invited to submit full project proposals to Round 2.

**Round 2**

Full application review and selection: The Center will review and rate the full project proposals to confirm the feasibility of the projects. Each application will be evaluated and rated based on the evaluation criteria outlined below.

Purpose, Description, and Importance (20 points max)

ii. Rationale for U.S. Support (20 points max)

iii. Embassy Media and Applicant Outreach Plans (15 points max)

iv. Support for wider host country or community objectives (5 points max)

v. Maintenance Plan (15 points max)

vi. Budget and Budget Narrative (15 points max)

vii. Supporting Materials (resumes, images, etc.; 10 points max)

viii. Innovative integration, collaboration, or coordination with other ECA and public diplomacy programs (additional 10 points max)

1. Review and Selection Process

A Grants Review Committee will evaluate all eligible applications and recommend select proposals for further review by the U.S. Department of State. The deadline for Round 2 is April 10, 2023.

3. Federal Awardee Performance & Integrity Information System (FAPIIS)

For any Federal award under a notice of funding opportunity, if the Federal awarding agency anticipates that the total Federal share will be greater than the simplified acquisition threshold on any Federal award under a notice of funding opportunity may include, over the period of performance (see §200.88 Simplified Acquisition Threshold), this section must also inform applicants:

i. That the Federal awarding agency, prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313);

ii. That an applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM;

iii. That the Federal awarding agency will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in §200.205 Federal awarding agency review of risk posed by applicants.

**F. FEDERAL AWARD ADMINISTRATION INFORMATION**

* 1. Federal Award Notices

The grant award or cooperative agreement will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document and it will be provided to the recipient for review and signature by email. The recipient may only start incurring program expenses beginning on the start date shown on the grant award document signed by the Grants Officer.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received.

**Payment Method:** Bank transfer in at least two tranches (depends on the total budget and timeline of the grant).

* 1. Administrative and National Policy Requirements

**Terms and Conditions:** Before applying, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply. These include: 2 CFR 200, 2 CFR 600, Certifications and Assurances, and the Department of State Standard Terms and Conditions, all of which are available at: <https://www.statebuy.state.gov/fa/pages/home.aspx>

Note the U.S Flag branding and marking requirements in the Standard Terms and Conditions.

* 1. Reporting

**Reporting Requirements:** Recipients will be required to submit financial reports (in U.S. dollars) and program reports (in English). The award document will specify how often these reports must be submitted.

Applicants should be aware of the post award reporting requirements reflected in [2 CFR 200 Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters](https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=027fb85899500d580fc71df69d11573a&mc=true&n=pt2.1.200&r=PART&ty=HTML%20-%20ap2.1.200_1521.i#ap2.1.200_1521.xii).

**G. FEDERAL AWARDING AGENCY CONTACTS**

If you have any questions about the grant application process, please contact: [DakarAFCPstate.gov](file:///C%3A%5CUsers%5CSambAF%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CU096XYE1%5CDakarNOFOstate.gov).

**H. OTHER INFORMATION**

**Guidelines for Budget Justification**

Personnel and Fringe Benefits: Describe the wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the program, and the percentage of their time that will be spent on the program.

Travel: Estimate the costs of travel and per diem for this program, for program staff, consultants or speakers, and participants/beneficiaries. If the program involves international travel, include a brief statement of justification for that travel. (Note: international travel to or from the United States cannot be funded).

Equipment: Describe any machinery, furniture, or other personal property that is required for the program, which has a useful life of more than one year (or a life longer than the duration of the program), and costs at least $5,000 per unit.

Supplies: List and describe all the items and materials, including any computer devices, that are needed for the program. If an item costs more than $5,000 per unit, then put it in the budget under Equipment.

Contractual: Describe goods and services that the applicant plans to acquire through a contract with a vendor. Also describe any sub-awards to non-profit partners that will help carry out the program activities.

Other Direct Costs: Describe other costs directly associated with the program, which do not fit in the other categories. For example, shipping costs for materials and equipment or applicable taxes. All “Other” or “Miscellaneous” expenses must be itemized and explained.

Indirect Costs: These are costs that cannot be linked directly to the program activities, such as overhead costs needed to help keep the organization operating. If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, attach a copy of your latest NICRA. Organizations that have never had a NICRA may request indirect costs of 10% of the modified total direct costs as defined in 2 CFR 200.68.

“Cost Sharing” refers to contributions from the organization or other entities other than the U.S. Embassy. It also includes in-kind contributions such as volunteers’ time and donated venues.

Alcoholic Beverages:  Please note that award funds cannot be used for alcoholic beverages.

**I. 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 Bureau of Educational and Cultural Affairs

reserves the right to waive program formalities and to reduce, revise, or increase application

budgets and award amounts in accordance with the needs of the AFCP program and the

availability of FY 2023 funds.