**2023 Ambassador’s Fund for Cultural Preservation**

**Additional Information for Round 2 – Submission of Complete Proposals**

**Full Application Requirements**

The U.S. Consulate in Karachi will invite applicants selected in Round 1 to submit full applications. The applications must fully satisfy the program objectives, funding areas and priorities, and eligibility requirements. Furthermore, to be considered complete they must include:

 A). Project Activities Description and Timeframe that present the project tasks in chronological order and list the major milestones with target dates for achieving them.
B). Statement of importance highlighting the historical, architectural, artistic, or cultural (non-religious) values of the cultural heritage
C). 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.
D). Implementer Public Awareness Plan describing how the applicant intends to highlight and amplify AFCP-supported activities through print, electronic, social media, and other means.
E). Maintenance Plan 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 gained from the project.
F). Résumés or CVs of the proposed project director and key project participants.
G). Detailed Project Budget, demarcated in one-year budget periods (2023, 2024, 2025, etc.), that lists all costs in separate categories (Personnel, Fringe Benefits, Travel [including Per Diem], Equipment, Supplies, Contractual, Other Direct Costs, Indirect Costs); indicates funds from other sources; and gives a justification for any anticipated international travel costs;
H). Budget narrative explaining how the costs were estimated (quantity x unit cost, annual salary x percentage of time spent on project, etc.) and any large budget line items.
I). 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).
J). Relevant supporting documentation, such as historic structure reports, restoration plans and studies, conservation needs assessments and recommendations, architectural and engineering records, etc., compiled in preparation for the proposed project.
K). As requested by the Center or as appropriate, additional high quality digital images (JPEGs) or audiovisual files that convey the nature and condition of the heritage and show the urgency or need for the proposed project (collapsing walls, extensive water damage, etc.).
L). Strategic Outreach Plan describing how the applicant intends to highlight and amplify AFCP-supported activities. The U.S. Consulate General Karachi welcome innovative ideas on how applicants plan to use mobile and online technologies to amplify U.S. support for cultural heritage preservation locally and to share compelling project-related content with both targeted and broad audiences.

**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.

**Period Of Performance**

The period of performance begins upon the Grants Officer’s signature and the awardee’s countersignature on a Notice of Award. A Notice of Award notifies an award recipient that an award has been made and that funds are available for use during the specified award period. Failure to produce a complete Notice of Award package may result in the nullification of the award.

**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.

**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. http://fedgov.dnb.com/webformRegistration in SAM is free: https://sam.gov/.

**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 Center reserves the right to waive program formalities and to reduce, revise, or increase project scopes and budgets in accordance with the needs of the program and the availability of funds.