

**PUBLIC AFFAIRS SECTION OF THE U. S. EMBASSY IN UKRAINE
U. S. AMBASSADORS FUND FOR CULTURAL PRESERVATION (AFCP)**

SUGGESTED FORMAT FOR APPLICATION FORM

TITLE PAGE

1, Project Title:

2. Requested Amount from the AFCP (in U. S. dollars):

3. AFCP focus area (name of the object and its age):

4. Purpose of the project (briefly):

5. Project Applicant Information:

Name of organization:

Address (with postal code):

Website:

Director of the organization:

Phone 1 (with city code):

Phone 2 (with city code):

E-mail:

Project director:

Title:

Phone 1 (with city code) #:

Phone 2 (with city code) #:

E-mail:

CONTINUATION

6. DUNS number (required). Instructions are posted here: <https://ua.usembassy.gov/education-culture/u-s-ambassadors-fund/>

7. SAM. gov registration status (required). Instructions are posted here:
<https://ua.usembassy.gov/education-culture/u-s-ambassadors-fund/>

8. Laws Protecting the Site or Collection (citations only).

9. Please select one of the following:

- UNESCO World Heritage Site
- Site or object of national importance
- Site or object of regional/local importance

10. Project Location:

Name of organization – owner of the object (if different from item 4)

Site Name:

Location:

Describe Location and Site (one page):

11. Briefly explain the project objectives and the desired results.

12. Statement of Importance: highlight historic, architectural, artistic, or cultural (non-religious) importance of the cultural site, object, collection (one page).

13. Statement of Urgency: indicated the severity of the situation explaining why the project must take place now.

14. Statement of Sustainability: outline the steps and measures that will be taken to maintain the site or collection in good condition after the AFCP-supported project is complete.

2-3 examples of successful activities

Office space and equipment:

20. ATTACHMENTS:

20.1 Applicant information: Resumes or CVs of the director of the organization, project director and one key project participant that demonstrate that the applying entity has the necessary experience and the capacity to manage projects to preserve cultural heritage.

20.2 Proof or 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; the endorsement and support of the appropriate national authority (PDF of an official letter preferred; if applicant owns the site or object, a letter stating that). Note: AFCP does not support private objects, sites and collections.

20.3 Photos: Three high quality digital images (JPEG format) that convey the nature and condition of the object or site, show the urgency or need for the proposed project (general view, collapsing wall, water damage, worn fabric, etc.)

20.4 Detailed project budget (the form is posted on our website), divided in one-year budget periods (2021, 2022, etc.), that lists all costs in separate categories; provide explanation in the last column line by line how the costs were estimated (quantity x unit cost for materials, supplies; annual salary x percentage of time spent on the project, etc.)

20.5 Additional attachments for Large and Small Grants applicants: After preliminary review of applications we may ask you to submit additional SF-424, SF-424A, SF-424B, SF-LLL forms, which are posted on our web site.

20.6 Additional attachments for Large Grant Applicants: If selected for Round 2 the applicants may be requested to submit Historic Structure Reports, completed Conservation Needs Assessments, Engineering Studies, Feasibility Studies, and any other planning documents (summaries or digests acceptable) completed in preparation for the proposed project.