

Antiquities Endowment Fund

The American Research Center in Egypt offers a grants program supported by the Antiquities Endowment Fund. Created with resources from the United States Agency for International Development (USAID) as allocated by the U.S. Congress, ARCE's Antiquities Endowment Fund sustains an ongoing grants program to support the conservation, preservation and documentation of Egypt's cultural heritage and the dissemination of knowledge about that heritage.

The Antiquities Endowment Fund awards grants for one year for highly focused professional projects that serve the conservation, preservation and documentation needs of Egyptian antiquities that are more than 100 years old. Projects may involve actual conservation or protection of sites or buildings or objects; participation of conservators or other appropriate specialists in antiquities projects; training of conservators and students; or the production of publications and presentations that disseminate knowledge about Egypt's cultural heritage.

AEF grants only support direct project costs. Indirect costs are not allowable. Please do not request indirect costs either in your proposal or in any resulting contract.

FUNDING CATEGORIES

Conservation, Preservation and Presentation

Funds for a project in this category are limited to \$75,000.

The Antiquities Endowment Fund will support the conservation and preservation of Egyptian sites or structures or objects dating from prehistory to 100 years ago. Projects in this category might include protecting sites or parts of sites, site management activities, conserving specific elements at a site; preservation, conservation and presentation of artifacts, works of art, monuments or parts of monuments, ancient manuscripts, books or other such material; photographic or digital or other documentation or cataloguing of sites, structures, or objects.

Training of Egyptian Personnel

Funds for a project in this category are limited to \$50,000.

The conservation and preservation of Egypt's cultural heritage relies upon properly trained personnel. This fund can be used for field schools, museum management, site management, on-the-job training in conservation, etc.

Student Training

Funds for a project in this category are limited to \$25,000.

The Endowment Fund seeks to increase the number of students in the U.S. who are knowledgeable about Egypt and sensitive to its cultural heritage. Approved ARCE expeditions using advanced students may apply for Endowment support of on-site student training. Allowable costs include transportation, per diem and local work crew costs for each student but not equipment purchase or honorarium.

Publication Subsidies

Funds for a project in this category are limited to \$30,000.

The Endowment Fund will support a) the publication of completed manuscripts or b) the

preparation of specialist materials for publication manuscripts (e.g., drawings/illustrations of relevant materials, appropriate specialist reports not supported by other funding sources).

INSTRUCTIONS FOR APPLICATION

For each project, submit a completed AEF Application form, accompanied by relevant maps, diagram and photos, any sources of additional funding, or proposed additional funding, and an AEF Budget form. If you are requesting salary support for a project participant who is a full-time employee of an academic institution (college, university, museum, etc.), please complete the Participant Salary History form. All forms are available at www.arce.org/grants/aef and must be submitted via e-mail to Jane Smythe, Assistant to the Director at AEF@arce.org.

Deadline for applications is 15 March every year.

GENERAL GUIDELINES

1. The Principal Investigator must be an individual member of ARCE. All projects, except for those sponsored by Research Supporting Members of ARCE, will pay the ARCE expedition fee to help defray ARCE administrative costs.
2. The Principal Investigator will sign an agreement about financial procedures, including reporting requirements, with the ARCE Director. If the agreement is not signed within 18 months of ARCE approval of the project, the award will be canceled.
3. The Principal Investigator must submit reports of acceptable quality for publication in the ARCE *Bulletin* within 90 days of the completion of the project. Failure of the Principal Investigator to submit an acceptable report for the ARCE *Bulletin* within one year of completion of the project will result in exclusion from further competition for ARCE-administered funds until such time as the report is completed.
4. Funds will not be dispersed to projects that have not received written permission from the appropriate Egyptian authorities to undertake projects in Egypt.
5. The Principal Investigator is solely responsible for submitting financial reports and the article for the ARCE *Bulletin* within the set deadline.
6. A Principal Investigator with any incomplete ARCE project outstanding is ineligible for an AEF award.

SPECIFIC GUIDELINES

All conservation and preservation work must take place in Egypt or in the United States; preference will be given to projects taking place in Egypt.

Conservation, Preservation and Presentation Grants: Funds are not intended for purchase of equipment, but can be used to purchase consumable supplies and for equipment rental. Funds can support the participation of conservation specialists in ARCE-sponsored field projects. The Principal Investigator must identify the conservator and present appropriate documentation of the conservator's record, including field experience. For special allocations to support existing ARCE initiatives the ARCE Director will bring the request to the Committee or the Principal Investigator will make a regular grant application after having received the permission of the ARCE Director.

Training of Egyptian Personnel Grants: The project must be done in Egypt and must have the approval of the appropriate Egyptian and/or other authorities.

Student Training Grants: The Principal Investigator must include in the application the number of students, the type of work they would do, and the specific steps for their training. If a Principal Investigator receives an Endowment Award for Student Training, the appropriate Egyptian and/or other authorities must give permission for the student to participate in the project. The student must be enrolled in an accredited American or Egyptian institution of higher education.

Publication Subsidies Grants for Completed Manuscripts: Funds will only be disbursed with documentation from an appropriate press indicating acceptance of the manuscript in its final form and the anticipated date of publication. The amount of funding will be negotiated by ARCE with the approved press. The funds will then be disbursed directly to the press. In addition to acknowledgement of support from ARCE's Antiquities Endowment Fund in the publication, an agreed upon number of complimentary copies of the publication must be sent to ARCE. The Principal Investigator, not the publisher, is responsible for informing ARCE of delays in publication.

THE GRANT PROCESS

After the deadline date for a grant round, the ARCE Director and staff will review submissions and forward complete applications to the AEF Review Committee. This Committee that meets in conjunction with the Annual Meeting, is responsible for the evaluation and ranking of project applications. The ARCE Board of Governors will ratify the decisions of the AEF Review Committee. Principal investigators will be notified of the decision in a timely manner. The ARCE Director and Principal Investigators of selected projects will then negotiate the terms of the Project Contract. Before funds are disbursed, the Principal Investigator must prove that necessary permissions from Egyptian authorities have been secured. This process must be completed within 18 months of the notification of awarded funds. Upon completion of the project, the Principal Investigator will submit a report of acceptable quality for publication in the *ARCE Bulletin* and the project's financial records, which must be maintained according to acceptable accounting methods. Due to branding guidelines, all AEF funded projects must acknowledge USAID in written and spoken papers. ARCE will provide all Principal Investigators with the USAID and ARCE logos.

For further information, please contact:

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