



# Partnership Development Grants

The National Cultural Heritage Property Database of The Kingdom of Jordan

<https://acorjordan.org/national-inventory-jo/>

## I. Overview

The American Center of Research is pleased to announce a funding opportunity to support the integration of collections into the National Cultural Heritage Property Database of the Kingdom of Jordan a.k.a. the National Inventory, a collaborative initiative between the American Center and Jordan's Department of Antiquities (DoA), funded by a gift from the United States Government. The American Center will offer approximately eight Partnership Development Grants, ranging from \$5,000 to \$20,000 each. One or two awards will be made every six months, commencing in January 2024. Each grant will typically consist of a single award, possibly supplemented by additional funds contingent on productivity. These awards must only be used to facilitate the integration of existing collections of archaeological objects into the National Inventory database.

## II. Eligibility

Applicants eligible for funding include institutions, organizations, entities, and individuals that have access to large datasets, such as those from longstanding archaeological excavations, regional museums, rural repositories, obscure/overlooked collections, or private collections.

## III. Funding

Each Partnership Development Grant is expected to provide between \$5,000 and \$20,000. These funds may only be used to directly facilitate the integration of archaeological collections (material dating prior to 1750 CE) into the National Cultural Heritage Property Database (jointly managed by the American Center and the DoA) and should follow a well-defined work plan with clear milestones along the way. The database uses Axiell Collections, a well-known and established collections management system.

No overhead or indirect costs are permitted.

## IV. Evaluation Criteria

Applications will be evaluated based on the following criteria:

- Access to large or critical datasets relevant to the National Cultural Heritage Property Database of the Kingdom of Jordan.
- Ability to effectively implement a collection-management system into the day-to-day operations related to the proposed collection.
- Demonstrated commitment to the preservation and understanding of cultural heritage.
- Ability to coordinate closely with American Center staff throughout the project.



## V. Key Dates

The Partnership Development Grants will be awarded twice a year, with a single RFA call each year. The following is the schedule for the grant cycles:

CYCLE	OPENING DATE	CLOSING DATE	NOTIFICATION
FIRST	August 1, 2023	October 30, 2023	December 15, 2023
SECOND	July 1, 2024	September 30, 2024	November 30, 2024
THIRD (FINAL)	July 1, 2025	September 30, 2025	November 30, 2025

## VI. Application Process

To apply for the Partnership Development Grant, interested entities are asked to submit an application of no more than three (3) single-spaced pages that provides a comprehensive overview of the collection they propose to integrate into the National Cultural Heritage Property Database of the Kingdom of Jordan.

The application should include the following components:

**Collection Overview:** A detailed description of the collection, including its size, the types of artifacts or other items it includes, and its current state of organization and documentation.

**Relevancy:** A discussion of the relevance of the collection to the National Cultural Heritage Property Database. This should include an analysis of the collection's value and importance to Jordan's cultural heritage, as well as its potential contribution to further understanding or research.

**Work plan:** An initial work plan that outlines how you will execute the project. This should include a proposed timeline for each stage of the project, from preparation to completion. For existing digital databases, you will need to prepare your data so that they are contained in a single Excel spreadsheet. The American Center will then work with you to map your fields to the National Cultural Heritage Property Database and import the data directly. For collections that do not have a digital database, the American Center will provide the necessary training to enable you to input your data directly into the system. Depending on the complexity of the records, it is reasonable to estimate between 100 and 200 entries per week per person for manual data entry. Any work needed to complete the documentation of a collection should also be considered, such as photographing, weighing, measuring, etc.

Ideally, complete artifact data will, at minimum, contain the following information:

1. Object description: this should include such elements as classification, description, weight, dimensions, physical characteristics (e.g., material, color), and any other relevant descriptive information.
2. Object provenance: this should have either the detailed archaeological context or, if it was not acquired from an archaeological excavation, provenance information.
3. Current location: this should describe where the object can be found today, such as building, room, shelf or display case, etc.
4. Images: there should be one or more high-quality photographs for each object

**Budget:** A budget outlining how the grant funds will be used. The budget should align with your work plan and justify expenditures in relation to the proposed activities. No overhead costs are permitted with these grants.



**Additional Information:** Any other information that you believe would support your application. This might include previous experience with collection-management systems, additional resources or capabilities that your entity possesses, or a demonstrated history of contribution to cultural heritage preservation.

Applications should be submitted as a single PDF file, and the file name should follow this format: [EntityName]\_PDG\_Application.pdf. E-mail finished applications to: [ni@acorjordan.org](mailto:ni@acorjordan.org).

## VII. Contact Information

For questions or further information about this RFA, please contact Matthew Vincent at [mvincent@acorjordan.org](mailto:mvincent@acorjordan.org) or Jehad Haron at [jharon@acorjordan.org](mailto:jharon@acorjordan.org).



*This project is made possible by the generous support of the American People through the United States Department of State. The content of this CFA is the responsibility of the American Center of Research and does not necessarily reflect the views of the Department of State or the United States Government.*