

**U.S. AMBASSADORS FUND FOR CULTURAL PRESERVATION (AFCP)
 2010 COMPETITION**

Glossary of Terms

This glossary includes definitions of many of the technical terms that appear in the AFCP 2010 Competition Call for Proposals and Optional Form for Potential Grantees. Links to cultural preservation glossaries on the Internet are available at <http://www.afcp.us> under Calls For Proposals> Ambassadors Fund for Cultural Preservation 2010> Links to Useful Resources.

GLOSSARY OF TERMS

Budget Worksheet	The Microsoft Excel worksheet required for submission of project budgets, which includes DoS-approved budget categories that cannot be altered
Conservation (Needs) Assessment¹	A professional and systematic survey of a cultural object/collection or site carried out to provide a thorough understanding of problems, threats, and priorities vis-à-vis the object/collection or site
Conservation Treatment	The professional stabilization or physical, chemical, or mechanical treatment of objects or sites to address damage or deterioration
Conservator²	A professional whose primary occupation is the practice of conservation and who, through specialized education, knowledge, training, and experience, formulates and implements all the activities of conservation in accordance with an ethical code (AIC)
Cultural Heritage	The legacy of physical artifacts and intangible attributes of a group or society that are inherited from past generations, maintained in the present, and often bestowed for the benefit of future generations
Cultural Object/Collection	Archaeological and ethnographic objects, paintings, sculpture, manuscripts, photographic and film collection, and other objects closely associated with the history or culture of a people or a nation
Cultural Preservation	The act or process of applying measures necessary to sustain the existing form, integrity, authenticity, materials, or other essential attributes of a cultural object/collection, cultural site, or form of traditional cultural expression
Cultural Site	A historic building, area, sacred place, monument, archaeological site, or other place closely associated with the history or culture of a people or a nation

¹ In cases where professionally trained conservators having the necessary knowledge, skills, and abilities for a conservation activity are not available in country, AFCP may support the participation of experts from a neighboring country of the United States if integral to the success of the project.

² Today's conservators of cultural objects, art, and historic buildings are typically trained in 2-3 year post-graduate (MA or MS or certificate) programs; pre-requisites depend on the specialization.

Architectural conservators have some architectural and engineering background. Historic preservationists' credentials are less regulated and more varied.

Objects conservators have some chemistry background, in addition to art history or anthropology or art (for background in material culture).

Archaeological object conservators are also trained to recognize archaeological evidence and its value, so that it is not removed or destroyed in the conservation or stabilization of an object recovered from a buried context, for example.

Paintings conservators have a background in art history or fine arts before formal conservation training.

UNITED STATES DEPARTMENT OF STATE
**THE AMBASSADORS FUND FOR
 CULTURAL PRESERVATION**
 CULTURAL HERITAGE CENTER

Developing Country	For the AFCP 2010 competition, countries having a U.N. Human Development Index (HDI) rank below 51 or comparable, plus an active U.S. mission
Digitization³	The process of translating information (documents, images, film, etc.) from written or analog into digital form (binary coded files) through the scanning of images, the sampling of sound, the conversion of text on paper into text in computer files, or other means to enable access to the information without damage to the originals and to ensure the preservation of the originals
Form of Traditional Cultural Expression	Also called "intangible heritage," traditional music, rituals, knowledge, languages, dance, drama, and crafts closely associated with the history or culture of a people or a nation
Inventory and Documentation	The professional implementation of a system of creating and managing records (narrative, graphic, photographic, digital, audiovisual, etc.) of a cultural object, collection, site, or form of expression that will serve as the basis for subsequent conservation, management, research, and protection activities
Natural Heritage	Physical, biological, and geological formations, paleontological collections, habitats of threatened species of animals and plants, fossils, and other natural phenomena
News Media	Newsreels, newspapers, magazines, microfilm or fiche of same, and other media recording historic or current events
Phased Project	A project whose methods and outcomes will lay the groundwork for subsequent AFCP-supported activities
Pilot Project	A project whose methods and outcomes will encourage the expanded application of those methods either locally, regionally, or globally
Preventive Conservation	Professional maintenance, management, and stewardship of cultural sites, or the improvement of storage and exhibition conditions for objects and collections to minimize risk of damage or deterioration of the site or object/collection
Real Property	Land and improvements on it (buildings, etc.)
Relocation of Cultural Sites	The removal of a site from one physical location to another
Replica	A copy or reproduction of a cultural object or site having no original content or material
Reporting Requirements	The obligations that posts and AFCP grantees must meet according to the terms of the AFCP program; beginning in FY2008, the reporting requirements involve biannual progress and financial status reports due each January 31 and July 31 for the duration of the award period
Rescue Excavation	The collection of remaining archaeological evidence, through scientific excavation, at a site that is shown to be at risk of immanent destruction

³ Video tapes, diskettes, CDs, DVDs, and other digital storage media are susceptible to damage from extremes and fluctuations in temperature, exposure to the elements, chemical leaks, magnetic disturbance, and improper handling and use. They deteriorate at unpredictable rates but seldom show any outward signs of deterioration. Physical damage to these media is irreversible.

Before committing to use digital technology in an under-resourced environment, please consider the following:

- Reliability of electrical supply (current and projected)
- Costs of paper, ink, and storage media (current and projected)
- Costs and availability of adequate repair services and technical support
- Costs of computer hardware and software upgrades

Costs of reformatting or transferring data (files, database records, etc.) to new software or storage media when existing software or hardware becomes obsolete.

UNITED STATES DEPARTMENT OF STATE
THE AMBASSADORS FUND FOR
CULTURAL PRESERVATION
 CULTURAL HERITAGE CENTER

Restoration of Historic Building	The professional repair or treatment of an older structure to reveal its aesthetic and historic value
Technical Training⁴	A type of experiential training, led by professionals, that results in outcomes associated with the recall and application of specialized skills and knowledge related to specific equipment, machinery, devices, procedures, methods, processes, and systems (based on definition in Mel Silberman, ed., <i>The Handbook of Experiential Learning</i> [Philadelphia: John Wiley & Sons, 2007], p. 242)

⁴ Although AFCP does not support professional educational needs, it does support workshops focusing on specialized skills for trained professionals or technicians, such as workshops on collections inventory best practices.