**DOS Conservation Science Grants**

**Application Form**

### The Delaware Ornithological Society (DOS) Conservation Science Grants support innovative investigations into bird conservation challenges. DOS encourages projects with a strong emphasis on species and habitat conservation and management. We also are interested in projects that greatly enhance our understanding of the conservation requirements of bird species of conservation concern. To be eligible for funding, projects must be located within the state of Delaware or within the Delaware Estuary in Pennsylvania or New Jersey (see [www.delawareestuary.org/interactive-estuary-map/](http://www.delawareestuary.org/interactive-estuary-map/) ). Projects in adjacent areas with results that are transferable to this focus area may be considered at the discretion of the committee (please contact us before submitting). Grants are reviewed annually by a grant review committee appointed by the DOS Conservation Chair.

**Size of grants:**

Not to exceed $3,000

**Eligibility:**

Open to non-profit organizations; university-affiliated researchers, including graduate students; and to qualified unaffiliated researchers. University-affiliated proposals must be submitted directly by the Principal Investigator.

**Timeline:**

Applications must be received by 4pm on **March 1, 2021.**

**Ineligible activities:** travel to conferences, travel other than for direct field or lab work, meals and lodging, full time PI or graduate student salary, overhead, administrative expenses.

**Proposal Evaluation**

Proposals will be evaluated on the following criteria:

1. **Delaware relevance.** How much will the project impact bird conservation on Delaware or the Delaware Bay?

2. **Inclusion of Bird Species of Greatest Conservation Need (SGCN).** Does the project have potential benefit to bird SGCN in the state in which research is conducted, and if so, how many species? Does the project have ancillary benefits for non-bird SGCN species?

3. **Intellectual merit.**

4. **Applicability to Conservation.**  How immediate and applicable are the anticipated results of the project to on-the-ground conservation efforts?

5. **Need.** Does the project fill a particularly important gap in current knowledge?

6. **Feasibility.** Is the project feasible given the time and resources available?

7. **Match.** Are other matching funds or in-kind contributions secured or anticipated? Greater weight will be given to proposals that leverage funds or volunteer effort.

**Reporting Requirements**

1. Recipients are required to submit a final grant report including a Summary of Activities, Summary of Findings, and List of Publications.

2. Recipients must present their project at a meeting of DOS within 1 year of the closing date of the grant.

3. Acknowledgement of DOS funding is required in any publications or presentations. Notification of publications and presentations is also requested. Please send citations to the grant committee at conservation@dosbirds.org.

4. Recipients are strongly encouraged to consider publication of a research summary in the *Delaware Ornithologist*, the annual scientific journal of DOS.

5. Funds are to be spent within one year of the award date, unless the proposal has specified a request to fund a two-year project.

6. In the case of a two-year funding request, recipients must submit a status report at the end of the first year.

Any questions about the grant program or the application process should be directed to conservation@dosbirds.org.

# **DOS Grant Application Form**

# **NAME OF ORGANIZATION**

**Legal Name**

*(if different than above)*

Address:

Phone: Fax:

E-mail: Website:

Principal Investigator:

Primary Advisor: Dept.:

(if student applicant)

Phone: E-Mail:

(if different than above)

**IRS 501(c)(3) Nonprofit?**

* **Yes** (Please attach IRS designation letter)
* **No**

**Federal ID #**

**Type of Applicant:**

* Non-profit Organization Project
* University Project (non-student applicant)
* Unaffiliated Individual Project
* University Project (student applicant)

**Name of Project**:

**Amount Requested:**

**Total Project Budget:**

**Duration of grant requested:**

* One Year
* Two Years

**Summarize the proposal** and how it fulfills the DOS grant criteria (300 words maximum):

**Have you previously applied to this organization?**

* Yes
* No

**Is this request being submitted exclusively to this funder?**

* Yes
* No

**List of three largest funders in the last fiscal year and grant amount.** **Only include grants for the
researcher, not the university/larger institution.**

1. Funder \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grant Amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Funder \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grant Amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Funder \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grant Amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**List all permits and approvals that are required to complete the work and whether they have been granted or are anticipated.**

**How did you learn about this grant opportunity? List website or reference.**

**AGREEMENT**

*I certify, to the best of my knowledge, that all information included in this proposal is correct. For 501c3 applicants, I certify that the tax-exempt status of this organization is still in effect. For individual applicants, I certify that funds will be used only for charitable purposes and not for personal benefit. If a grant is awarded to this organization or individual, the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities. I certify that all necessary permits and approvals are in place to conduct the proposed research, or will be in place before the use of any funds.*

Signature of Applicant Date

# **DOS Conservation Science Grants**

**PROPOSAL NARRATIVE**

**Please attach a proposal narrative of three pages maximum. It should provide the information listed below in this order:**

* + Project background
	+ The issue or need to be addressed
	+ The goals and objectives for this grant
	+ Describe the project methods
	+ Describe the project budget and justification for the budget. See more information below.
	+ Anticipated project timeline
	+ How will you measure the impact of the project?
	+ How will the results be publicized and communicated?
	+ What will you do if you receive less or more funding than the desired amount? How will that change the project?
	+ Literature cited

**PROGRAM/PROJECT BUDGET**

Please submit your project budget using the Excel template provided. Include a budget justification/narrative (not to exceed 2 pages) in the proposal narrative above. The budget justification should clearly explain how each budget item is related to the goals of the project. For example, the number of hours of technician time should be justified by the time required for each sample, transect, or observation. Other direct costs should be similarly explained. Additional details should be provided for any consultant/contract services.

**APPLICATION PACKAGE**

**Please submit your application package as follows (no more than three files):**

* Grant Application (PDF)
	+ Proposal Narrative (3 pages max.)
	+ Budget Justification / Narrative (2 pages max.)
	+ One-paragraph descriptions of key staff and their relevant qualifications.
	+ CV of Principal Investigator
* Itemized Budget (Excel or PDF)
	+ Identify the amounts & sources of revenue; note which sources are committed or pending.
	+ Use the Excel Template provided.
* Letters (PDF)
	+ Letters of Agreement from any collaborating agencies or organizations, if applicable.
	+ IRS Determination Letter if applicable.

**Letters of support should be submitted directly to the review committee at** conservation@dosbirds.org.

* Student applicants should submit a letter of support from their primary advisor. Individual applicants should submit a letter from a previous advisor or employer.

# **DOS Conservation Science Grant Application**

**FINAL CHECKLIST**

##### Be sure your application includes (limit to no more than three files):

* A brief introductory cover letter on organization’s letterhead
* A completed Grant Application Form with contact information
* A completed Grant Proposal Narrative not exceeding three (3) typed pages (excluding attachments)
* An itemized budget, listing support and expenses, for this specific grant using the supplied excel template
* Budget justification/narrative (not exceeding 2 pages)
* One-paragraph descriptions of key staff and their relevant qualifications
* CV of Principal Investigator
* Grantee report (if previously funded by DOS)
* IRS Determination Letter if applicable
* Letters of agreement from any collaborating agencies (if applicable), and letters of support (if applying as a student or individual). Letters of support should be sent directly to conservation@dosbirds.org.

**Submission Instructions**

Completed applications and all required attachments should be submitted by email to conservation@dosbirds.org by 4pm on March 15, 2020 Letters of support (if required) should be submitted directly to conservation@dosbirds.org by the writer.