



9308 S. Wadsworth Boulevard
Littleton, Colorado 80128

The Lois Webster Fund

Supporting Colorado non-game wildlife research and education

FUNDING GUIDELINES AND REQUIREMENTS

Overview:

The Lois Webster Fund (LWF) of the Audubon Society of Greater Denver (ASGD) was established in 1995 specifically to support Colorado non-game wildlife research and education projects that lead to the conservation of these species. Up to \$6,518 will be available for project funding in 2012.

In addition, the LWF has two spotting scopes available to loan to projects requiring such equipment: a Bushnell Elite 80 mm Ed 20-60x and a Nikon 82 mm, 25-75x, both with tripods and window mounts.

Guidelines:

1. The LWF intends to serve as a catalyst and to partner with other organizations (conservation organizations, other nonprofit organizations, government agencies, academic institutions and others) on Colorado non-game wildlife research and related education projects. Projects with multiple partners will be preferred. The LWF expects that most projects will focus predominantly on either research or education, but is particularly interested in proposals that include some elements of both
2. One purpose of LWF grants is to encourage initiation of targeted projects. The grantee is expected to provide leadership and coordination to obtain additional funding and to involve others.
3. The grantee must also make every effort to disseminate information on the project and on the results of the research and education to as wide an audience as possible and must report back to the LWF twice. (For details, see Requirements #4.)
4. The LWF intends to fund at least one project per year and will consider multiple year projects, but funding will only be awarded on an annual basis.
5. Proposals must be 3 pages or less in length, using no smaller than a size 11 font.
6. Proposals must be received by email by January 27, 2012. The LWF Committee will review the proposals and will notify the applicants of funding decisions by, Monday, March 2, 2012.

Requirements:

1. The grantee must be affiliated with a local, state, or regional nonprofit organization, an academic institution or government agency. One individual is to serve as the contact person with the LWF.
2. There must be at least one additional organization contributing to the project, and more are preferable.
3. The project manager must be qualified to carry out the proposed project and have a demonstrated interest in the subject.
4. The grantee must provide a one page mid-season report by July 31, and a final report discussing the findings and what has been learned from the project is due October 15. He/she must also write an article of approximately 300 to 400 words describing the project (preferably with one or two photos) aimed at the general public, for publication in the ASGD newsletter and be available to give a presentation on the project to a LWF/ASGD audience.
5. The LWF funds are not to be used to cover indirect costs or overhead of the sponsoring organization(s).
6. If circumstances require a change in the project outlined in the Memorandum of Understanding between the LWF of the ASGD and the grantee, the grantee must notify the LWF.
7. If for any reason the project is postponed from the dates proposed in the grant application, the grantee must return the LWF funds by September 1, 2012 and may reapply the next year, though a renewal of funding is not guaranteed.

How to Apply and Deadline:

Complete the attached application and submit it no later than January 27, 2012 to Polly Reetz at polly.reetz4@comcast.net. Provide no more than 3 letters of support from appropriate authorities in the field of the proposed work. All documents, the proposal and letters of support, must be submitted in ONE electronic file with PDF being the preferred file format. Failure to follow these guidelines will result in the disqualification of the application.

Review criteria:

1. The importance of the problem, the need for the project, and how it will be used to address identified problems.
2. The methodology and validity of the science being proposed.
3. The quality, depth and reach of the education experience(s) and/or outreach/dissemination being proposed.
4. The qualifications of the project manager.
5. The number and commitment of partners in the project.
6. The proposed budget and amount of other funding raised.
7. Evidence of support for the project from authorities in the field, including letters of recommendations concerning the capabilities of the project manager/team.
8. The potential for influencing management of populations and/or habitat in a way that effects conservation of vulnerable species or biological communities.
9. Only Colorado non-game wildlife research and/or education projects will be considered.

A list of the projects funded by the LWF is attached. It should be noted that the LWF will consider projects focused on all non-game wildlife in Colorado and is by no means limited just to Colorado birds or to particular habitats.

For further information or questions, please contact Polly Reetz, polly.reetz4@comcast.net.



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2012 FUNDING APPLICATION

NOTE: Failure to follow the “Funding Guidelines and Requirements” will result in the disqualification of the application. Applications (not to exceed 3 pages) plus letters of support and additional organizational information, as needed, must be submitted in one electronic file, preferably, in the PDF format.

Name of the project:

Location and time frame for the project:

Amount Requested from the Lois Webster Fund: (If you plan to earmark LWF funds for a specific purpose, tell us what they will be used for. If not, indicate why LWF funds will be an important part of your fund-raising strategy. No preference will be given to one strategy vs. the other.)

Summary of Total Project Budget: (Include itemized expenses and income by source, with the date each amount was received, committed or requested):

Other partners on the project:

Description of the project: (Include the project’s goals, expected outputs, methodology, and why it is needed.)

Explain how this project through research and/or education will lead to conservation of a non-game species or groups of species of non-game wildlife.

Name of Project Manager (and Title):
Please provide overview of qualifications.

Name of Organization:

Mailing Address:

Phone:

Fax:

E-mail:

Contact Person (Title - if other than above):

Additional information concerning certain organizations:

If other than a governmental agency or academic institution, please briefly describe the organization, its history, structure and objectives. Please provide information on its annual budget and staff. For 501 (c)(3)s , please attach evidence of IRS determination and the most recent form filed with the IRS, or audited budget, and a list of staff. For colleges and universities, please provide pertinent information about the department(s) involved. (Note: for applicants needing to submit this information, we will not count this information in the 3-page application limit).

If the LWF provides funding for this project, I will be responsible for assuring the research is conducted as stated, making sure the budget is adhered to, providing the LWF representative with interim and final reports during the research, presenting findings at a LWF/ASGD public program, and writing an article concerning the project for the ASGD newsletter.

Project Manager: _____ Date: _____

Direct questions and submit application to Polly Reetz at polly.reetz4@comcast.net.