



Chirping Central Conservation Fund
2014 Bird Conservation Grant Program
Request for Proposals

Full Proposal Due Date: May 15, 2014 5.00PM Mountain Standard Time

Program Overview

In June 2014, Chirping Central Conservation Fund will be participating in the Great Pacific Race with funds raised from the race to be granted to eligible bird conservation projects. The full amount of available funds to be granted will not be known until the completion of the event in September, 2014, however we are inviting proposals for eligible projects to allow for efficient grant disbursements following the event. For details about the event please visit www.MaryRows.com

Projects eligible for funding under our 2014 Bird Conservation Grant program work with or have a direct impact on bird species listed on the International Union for the Conservation of Nature (IUCN) Red List. We will also consider pilot programs to determine the status of a particular species with sufficient evidence that this data is essential to forming a strategic conservation plan for a declining species.

Projects eligible for grants will typically involve one or more of the following areas:

- Habitat - Restore, enhance or protect bird habitats.
- Monitoring – to determine current bird populations, long term population trends, habitat associations, and distribution
- Management – conservation management of eligible bird species
- Captive breeding – captive breeding programs for eligible bird species
- Education and outreach – promote education, educational materials, and outreach activities designed to heighten public awareness of bird conservation issues.
- Rehabilitation – rehabilitation and possible release of eligible bird species
- Projects must be scientifically sound and proposals should contain a clear statement of goals and objectives. Outcome measures must be provided as part of the proposal.
- All projects must have a significant “on the ground” component.

Grant Size and Available Funding

Proposals for grant awards may range from \$1,000 to \$50,000.

A majority of funds available for grants will be raised during the Great Pacific Race event. Fundraising progress can be seen during the race at www.MaryRows.com

Eligibility

To be eligible for funding projects must either be related to bird species listed on the IUCN Red List, or an eligible pilot project. We are accepting proposals internationally.

Eligible applicants include:

- United States non-profit 501(c)3 organizations
- International NGO's. Foreign grantees must meet the requirements of section 170(c)2 of the Internal Revenue Code, except for the requirement that such organization be created or organized in the United States.
- Local, state and federal agencies

Ineligible applicants include:

- Individuals (please partner with a non-profit organization as fiscal sponsor)
- Private for profit organizations
- Projects which involve political advocacy, lobbying, litigation, or legally mandated mitigation.

Matching Contributions

Matching contributions are not required, however will be accepted to account for project expenses in excess of the grant maximum. Any matching funds may include cash, in kind contributions of staff and volunteer time, work performed, materials and services donated, or other tangible contributions to the project.

Evaluation Criteria

The most competitive applications will demonstrate:

- A clear definition of activities and anticipated results
- Sound scientific basis
- Ability to measure outcomes
- Competitive project costs
- Experienced project teams
- Plans for pre and post implementation monitoring

A panel selected by Chirping Central Conservation Fund will evaluate all proposals based on the above criteria, however grants awarded will also take into consideration the availability of funding, geographic balance and balance amongst project types.

How to Apply and Timeline

To be considered for funding all proposals must be received by **May 15, 2014 5.00pm Mountain Standard Time**. Only electronic submissions will be accepted. All proposals and related documentation must be submitted to rfp@chirpingcentral.com

The following is a summary of required and optional files to be submitted (for non US based organizations please submit equivalent information):

File	Required or Optional	Notes
Grant Application Cover Sheet	Required	See page 5. Word doc available on www.MaryRows.com
Proposal narrative	Required	Not to exceed 5 pages in length
Board of Directors / Trustees	Required	Provide a list of Board of Directors, Trustees or equivalent. If your organization does not have a board then please note this
Most recent A-133 Audit	Required	If your organization has not expended more than \$500,000 in Federal funds in the past year then please note that an A-133 audit is not required
Most recent GAAP audited financial statements	Required	If your organization does not have GAAP audited financial statements, you may provide an internally prepared Balance Sheet and Profit and Loss statement
Most recent IRS Form 990	Required	If your organization is not a non-profit then please note this.
Project Budget	Required	See guidelines and sample budget in Appendix 1
Map of project location	Required	This should show the project location in reference to major landmarks. Google Maps is sufficient.
Map of project site	Optional	If additional detail is necessary to support proposal
Other relevant documents, figures or photos	Optional	10 page limit

- May 15, 2014 – Proposals due
- October 1, 2014 – Anticipated announcement of awards
- October – November 2014 – Grant agreements developed with successful applicants
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General Procedures for Grant Recipients

After the May 15 proposal due date, and prior to June 7, 2014, the name of all organizations and the bird species their proposal was submitted for will be posted on both the Chirping Central and Mary Rose websites. This is to inform donors of the range of projects which may be supported.

During the review and grant agreement process, additional information about the grantees organization and finances may be solicited. Grant agreements will be processed as efficiently as possible, however all documentation must be received as requested. Once grant agreements have been finalized, funds will be advanced to qualified grantees based on the cash needs of the project. Grant funding may be staggered at the discretion of Chirping Central Conservation Fund.

Grantees will be required to submit 6 monthly summary reports. These summary reports will be used to inform Chirping Central Conservation Fund's donors how their donated funds are being used. **Summary reports will be posted on the Chirping Central website** (any proprietary information in the reports will be removed). Detailed annual reports will also be required.

Additional Information and Application Assistance

For more information about the grant program or for assistance with the application process, please contact Mary Rose.

Email Mary@ChirpingCentral.com

Phone: 602 999 7828



Chirping Central Conservation Fund

Grant Application Cover Sheet

Name of Organization	
Project Title	
Project Description (200 words or less)	
Bird Species to Benefit	
Project Category (Habitat, Monitoring, Management, Captive Breeding, Education and Outreach, Rehabilitation)	
Grant Amount Requested	

By signing and submitting this request for funding, the requesting organization acknowledges that Chirping Central Conservation Fund has not previously made any promise to provide funding requested herein and that the requesting organization has not relied to its detriment upon any statement by Chirping Central Conservation Fund or its representatives to obtain the funding requested herein. The requesting organization further acknowledges that any approval of its grant proposal will be communicated by, and is contingent upon execution of a written grant agreement between the requesting organization and Chirping Central Conservation Fund signed by a board member of Chirping Central Conservation Fund.

Applicant's Signature		Date
Applicant's Name		
Phone	Fax	
Email		

Appendix 1

Project Budgets

Please clearly present your proposed budget and include as much detail as possible. Projects may include match amounts where appropriate. Match may include cash, in kind contributions of staff and volunteer time, work performed, materials and services donated, or other tangible contributions to the project. **Overhead amounts must not exceed 15% of the total project costs.** Chirping Central Conservation Fund defines overhead costs as follows:

- All costs not directly related to on the ground conservation work should be excluded from project budgets and grouped into a separate overhead line item for the project. Overhead costs include office rent, utilities, administrative costs, and all non program postage, printing, salaries, capital expenditures, and travel in addition to other miscellaneous costs. All “Administrative” costs should be included in the overhead line item and not included as a separate cost category.
- To the extent that national, regional, or global management staff (i.e. non-field based staff) contribute directly and programmatically to the proposed project goals, their salaries, travel and other expenses should be included in the project budget as part of project costs and not as part of overhead.
- If the budget includes sub-grants to other organizations, the sub-grantee must also comply with these overhead requirements, and the combined overhead of the primary grantee and sub-grantee may not exceed 15%.

Sample Budget (Expense categories are illustrative only)

Expense Category	Chirping Central Conservation Fund Request	Matching Funds	Total Budget
Personnel			
Salary (position title)			
Salary (position title)			
Benefits			
Other			
Personnel Subtotal			
Direct Expenses			
Travel			
Consultants			
Printing /Publications			

Postage			
Telephone			
Supplies			
Equipment			
Other			
Direct Expenses Subtotal			
Sub Grants			
Salaries / benefits			
Direct expenses			
Overhead			
Sub Grants Subtotal			
Overhead			
TOTAL EXPENSES			