
SMALL GRANTS CALL



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1. Preamble

The alarming global decline of species diversity concerns conservation NGOs as well as the regional zoo associations, such as the Association of Zoological Gardens (VdZ) in the German-speaking region. This is why Stiftung Artenschutz and VdZ started a unique partnership to engage for the conservation of threatened species.

This Small Grants programme supports a range of activities including direct conservation and applied research projects, conservation breeding, capacity building, training and capacity building, habitat restoration, and education and awareness activities.

2. Aim, purpose and subject of funding

The aim and purpose of this fund is the support of direct and indirect measures for conservation of threatened species. The Small Grants programme only supports projects that can demonstrate a positive effect on the conservation situation of threatened species. There is currently no thematic focus of the grant.

The targeted species are threatened species of the categories *Critically Endangered*, *Endangered* und *Vulnerable* on the IUCN Red List. Other categories are possible if there is a demonstrable reason for concern or if surveys are necessary to clarify the conservation status of *Data Deficient* or *Not Evaluated* species.

The approach and work of Stiftung Artenschutz follows internationally recognised guidelines such as those of the IUCN and its Species Survival Commission.

3. Costs and activities eligible for funding

3.1 Activities eligible for funding, e.g.

- Direct conservation measures
- Nature and species conservation management
- Habitat protection measures
- Scientific research with direct conservation relevance
- Local capacity building, education components and public awareness activities in relation to the aforementioned activities
- Monitoring and evaluation within the project's context

3.2 Costs eligible for funding

All costs which are directly related to the implementation of the project (equipment, transportation, staff costs etc.) are eligible for funding. Project core costs (running personnel costs, office costs, overheads etc.) must be appropriate in comparison to the total project costs.

3.3 Not eligible for funding

- Projects for that the financial contribution of the Small Grants Programme is negligible in respect to its the project's conservation relevance
- Projects in the US, Canada, New Zealand and Australia
- Projects where a negative effect on the local or indigenous communities are likely

4. Conditions, size and duration of grant

4.1 Funding is granted on the basis of a signed funding contract between the applicant and Stiftung Artenschutz.

4.2 Unused funds must be returned to Stiftung Artenschutz. Changes in the agreed budget, e.g. allocation to different cost categories, have to be approved.

4.3 The requested funding amount should not exceed 5.000 €. Partial funding is possible.

4.4 Project duration should not exceed 12 months. Thus, funding has to be spent within 12 months from the planned project start. Exceptions should be requested before the application is sent and may be granted in specific cases.

4.5 A delay of project activities and use of funds have to be communicated.

5. Application process

5.1 In 2024, Stiftung Artenschutz accepts applications until 31st of July 2024, 23:59 CET (UTC+2). The deadline will be strictly enforced. A team of neutral reviewers scores the proposal and a decision committee selects the funded projects until mid-November. The applicant will be informed, signs the funding contract and received the grant approximately until end of the year.

5.2 Forms must be filled in in English, in exceptions in German language. **Please send the forms back as a Word document.**

5.3 An **up-to-date CV** needs to be submitted together with the proposal.

5.4 **A document about the legal status of your NGO.** Ideally, this document should be submitted with the initial proposal. In case of a positive decision this document is mandatory.

5.5 Forms need to be sent to Stiftung Artenschutz via email (office@stiftung-artenschutz.de).

5.6 Every full proposal needs to be supplemented with a **reference letter**. This should be written by a person who knows the applicant and his/her project or project plans well. The letter needs to be sent directly to the Stiftung Artenschutz office by the referee. The proposal will only be reviewed once the reference letter is received.

5.7 We strongly advice to use the application guidelines that we provide.

6. Proof of utilization of funds and reporting obligation

6.1 The use of funds must be documented and provided as a financial report together with the final report. Costs over 100 Euro per item need to be proven by receipt (sent together with the financial report), while all other receipts must be kept by the project leader for potential audit.

6.2 The final report and financial report have to be submitted the latest three months after the project ends.

6.3 After half of the project's duration an interim report has to be submitted.

6.4 As part of the final and interim report photo or video material should be submitted for communication purposes. Continuous updates about the project activities are desirable.

6.5 Stiftung Artenschutz and all partners of this grant are eligible to use the submitted project information (unless confidential due to risks for the species) for their own communication and PR activities.

→ Details can be found in the funding contract that will be sent after the project is selected for funding.

→ For reporting we are providing reporting forms that will be sent after the project is selected for funding.

7. Legal conditions for this grant

7.1 The project partner should ensure transparent and appropriate use of funds. Funding shall be used in an economical, careful, and correct way and only in accordance with regulations and appropriate to the purpose.

7.2 There is no legal claim to funding.