



Foundation Grants Guidelines

Read carefully before submitting your application for a SA Shorebirds Foundation Grant.

- a. The Foundation welcomes applications from any person/group in the community without discrimination towards gender, ethnic, Indigenous, disabled or socio-economically disadvantaged status.
- b. Applications may be lodged at any time during the year, but will be awarded biannually in May and November and successful applications announced at that time. They are to be lodged either by email in .PDF or .DOC format only, or by post. Unsuccessful applicants will be contacted by email.
- c. Grants of up to \$5,000 p.a. are available for up to 3 consecutive years; however, annual reports of progress are required.
- d. For all applicants, funds are provided to pursue their research studies, community activities or artistic projects. Projects of interest to the Foundation are summarised in the Foundation's website and will only apply to work undertaken in South Australia. Items of equipment may be funded at the discretion of the R & D Committee of the Foundation.
- e. A written summary of the final results of research / projects is required. The R & D Committee strongly advises that the research results be published either in SA Ornithologist or Australasian Wader Studies Group's (AWSG) publication, Stilt. Community groups and artists are encouraged to report their outcomes in Birdlife Australia newsletters (e.g. "Word about the Hood" for Beach Nesting Birds (BNB) projects or Birdlife Australia) or the SA Birder Newsletter. All results will be reported on the Foundation's Web-site.
- f. Successful applicants will be contacted by a committee member of the Foundation and will be expected to provide evidence of progress. The recipient will be expected to inform a nominated Foundation committee member of any difficulties relating to the project.
- g. All researchers/monitoring groups must obtain an appropriate permit to undertake scientific research from the Dept. of Environment and Water (DEW) before undertaking any research in a National Conservation Park, Game Reserve, Regional Reserve or Wilderness Protection Area or on any species of shorebird protected under the National Parks & Wildlife Act, 1972. Research conducted may also require approval from an Animal or Wildlife Ethics Committee. For BNB projects that monitor nesting birds and their breeding success, the applicant should contact the Birdlife Australia BNB program who holds the scientific and ethics permits for SA for these projects.

- h. All project leaders and researchers must ensure contact is made with the relevant District Parks and Wildlife Manager before beginning the project in a National Parks and Wilderness Protection Act reserve and maintain liaison with nominated regional and district staff when undertaking fieldwork.
- i. Applicants should indicate clearly the parts of the project by which they are seeking support.
- j. Any funding that is being sought from any other grant-giving body must be declared.
- k. All successful Grant Recipients of funding from the Foundation must enter an agreement outlining the conditions of the grant and have proof that they are covered by insurance.
- l. One copy of the final report and/or the agreed end product of the project must be forwarded by email to the R & D Director of the Foundation upon completion of the project. The report must include a statement on how money was spent.
- m. Unless otherwise negotiated, an initial payment of 80% of the total grant will be paid to the successful applicant upon acceptance of the grant conditions. The remainder of the grant will be provided after receipt of the final report.
- n. All reports must acknowledge the SA Shorebirds Foundation.
- o. The decisions of the SA Shorebirds Foundation Committee will be final.

Supporting Research, Monitoring, Community and Education

GRANT APPLICATION FORM

Applications must be posted to: R & D Director,
SA Shorebirds Foundation,
25 Coppin Street,
Glengowrie, SA 5044

OR emailed to: docjones@bigpond.net.au

1. **PROJECT TITLE**

2. **APPLICANT DETAILS**

Name:

Address:

..... Postcode:.....

Telephone Contact (work)..... **(After hours)**

Email Address:

Institution / community group with which the project will be conducted (if applicable)

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Occupation and Academic Qualifications

a. Present Occupation.....

b. Qualifications held and year completed

c. If a student:

1. Degree being studied.....

2. Year first enrolled.....

3. Proposed completion date

Relevant research / project experience and publications / outcomes

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Supervisor / Collaborator (if any)

Supervisor's / collaborator's contact: email..... phone.....

Payee (The person or organisation to whom the grant should be paid – if the payee is the applicant – “as above” is sufficient)

Organisation:.....

Address:

.....Postcode:

Contact Person:....., Telephone:.....

5.DATES

Date project can commence:.....

Expected Date of Completion:.....

6. PROJECT DESCRIPTION

Include a detailed description of the project (as an attachment of no more than 4 A4 pages). The following headings are provided as a guide to the type of information required:

- 6.1 Summary of Project
- 6.2. Aims
- 6.3. Methods
- 6.4. Research/project schedule
- 6.5. Project Location (a map may be included as an addition)
- 6.6. Expected results and Outcomes

7. REFEREES

Names and contact details for two referees (who are relevant to the project).

Name:..... Name:.....

Address:..... Address:.....

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Email:..... Email:.....

Phone:..... Email:

I hereby apply for a SA Shorebirds Foundation Grant and agree to all requirements (a –m in the General Requirements as stated) of the SA Shorebirds Foundation.

Signature of Applicant..... Date:.....

If the applicant is a student, the applicant will be carrying out the above project under my supervision.

Signature of supervisor:..... Date:.....

AUTHORISATION – to be completed by the Department Head or Chief Executive Officer

This organisation fully supports this application. If a SA Shorebirds Foundation grant is awarded, work will be undertaken pursuant to grant conditions and in accordance with this institution's policies.

Name:

Position:

Signed:

Date: