|  |
| --- |
| **A blue and black logo with a fish and stars  Description automatically generated** |
| EUROPEAN UNION OF AQUARIUM CURATORS |
| **APPLICATION** **FOR FUNDING SUPPORT FOR *EX SITU* CONSERVATION PROJECTS**2024**CLOSING DATE FOR 2024 APPLICATIONS: 31 July 2024** |
|  |  |
| **1** [**TITLE OF PROJECT**](#_1_TITLE_OF)**2** [**NAME OF APPLICANT**](#_2_NAME_AND) |   |
|  **INSTITUTION** |   |
|  **ADDRESS** |   |
|  |  |
|  |  |
|  **TEL:** |  |
|  **FAX:** |  |
|  **E-MAIL:** |  |
|  |  |
|  **DATE OF APPLICATION:** |  |
|  |  |

**PLEASE SEND YOUR APPLICATION TO** **mailto:Isabel.Koch@wilhelma.de****AND COPY TO**
lauren.florisson@eaza.net and info@euac.org

If you would like to know how EUAC processes your person information we refer you to our Privacy Policy on the EUAC website.

|  |
| --- |
| **3** [**LOCATION OF PROJECT (REGION & COUNTRY)**](#_3_LOCATION_OF) |
| **4** [**PROJECT START AND END DATES**](#_4_PROJECT_START) |
| **5** [**PROJECT CO-ORDINATOR, ADDRESS AND INSTITUTIONAL AFFILIATION**](#_5_PROJECT_COORDINATOR,) (IF DIFFERENT FROM APPLICANT) |
| **6** [**EUAC MEMBER’S ROLE IN PROJECT**](#_6_EUAC_MEMBER) |
| **7** [**PROJECT TYPE**](#_7_PROJECT_TYPE)(TICK ANY COMPONENTS THAT APPLY)🞏 BIOLOGICAL/ECOLOGICAL RESEARCH 🞏 VETERINARY/CONSERVATION MEDICINE🞏 ANIMAL WELFARE🞏 BREEDING🞏 RESEARCH/PREPARTION FOR CONSERVATION RE-INTRODUCTION/RE-STOCKING/TRANSLOCATION  | 🞏 EDUCATION/PUBLIC AWARENESS🞏 TRAINING/WORKSHOPS🞏 COMMUNITY-BASED/SOCIAL POLICY🞏 /SUSTAINABLE DEVELOPMENT 🞏 SUSTAINABLE USE 🞏 WARDENING/LAW ENFORCEMENT🞏 HUSBANDRY IMPROVEMENTS🞏 OTHER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **8** [**FOCAL SPECIES**](#_8_FOCAL_SPECIES) (COMMON AND SCIENTIFIC NAME) |
| **9** [**IUCN RED LIST STATUS**](#_9_IUCN_RED) (OR OTHER THREAT LISTING) **OF FOCAL SPECIES****CITES**  YES NO**APPENDIX****Part of a management programme? EEP/GSMP/EEP/GSMP/Another regional programme? (see Q11)****YES NO** |
| 10 [PROJECT BACKGROUND](#_10_PROJECT_BACKGROUND) (200 words maximum) |
| **11** [**PROGRAMME SPECIES**](#_18_PROGRAMME_SPECIES)(50 WORDS MAXIMUM)If focal species are part of a programme, how will outcomes of this project support the aims of the programme or roles of the programme? Has there been communication with the coordinator about this project? |
| **12** [**OVERALL PROJECT PURPOSE**](#_11_OVERALL_PROJECT)(200 words maximum) |
| **13** [**PROJECT OBJECTIVES**](#_12_PROJECT_OBJECTIVES)(250 words maximum)  |
| **14** [**PROJECT ACTIVITIES**](#_13_PROJECT_ACTIVITIES)(300 words maximum) |
| **15** [**MONITORING AND EVALUATION**](#_16_MONITORING_AND) (100 words maximum) HOW WILL THE PROGRESS AND OUTCOMES BE MEASURED? |
| **16** [**WELFARE** (](#_15_WELFARE_–)100 words maximum) LINK IS NOT WORKING IT TAKES YOU TO THE WRONG PLACEWHAT ASSURANCES HAVE BEEN PUT IN PLACE TO GUARANTEE GOOD WELFARE?  |
| **17** [**HUSBANDRY IMROVEMENTS**](#_17_HUSBANDRY_IMRPOVEMENTS) (100 words maximum)WHAT HUSBANDRY IMPROVEMENTS DID YOU PUT INTO PLACE AND WHAT ARE THE IMPROVEMENTS NEEDED FOR?  |
| **18 If applicable:** [**WILL LOCAL PEOPLE/COMMUNITIES PARTICIPATE IN THE PROJECT**](#_17_WILL_LOCAL)**?** (50 words maximum)IF YES, PLEASE DESCRIBE HOW. |
| **19 a. If applicable** [**DOES, THE PROJECT NEED APPROVAL FROM THE GOVERNMENT?**](#_19_HAS_THE) IF YES PLEASE FILL IN QUESTION B**b.** [**HAS THE PROJECT BEEN APPROVED BY THE GOVERNMENT OF THE HOST COUNTRY?**](#_19_HAS_THE)PLEASE IDENTIFY COLLABORATING AGENCIES/MINISTRIES. |
| **20** [**DOES THE PROJECT COLLABORATE WITH OTHERPARTNERS (NGO, ACADEMIC INSTITUTES, OTHERS)?**](#_20_DOES_THE) (PLEASE IDENTIFY.) |
| **21** [**DOES YOUR PROJECT NEED TO HAVE APPROVAL FROM AN ETHICAL REVIEW BOARD?**](#_Ethical_review)IF YES, PLEASE EXPLAIN BELOW |
| **22** [**TOTAL PROJECT BUDGET**](#_21_TOTAL_PROJECT) (IN EUROS) |
| **23** [**MATCHING FUNDS PROVIDED**](#_22_MATCHING_FUNDS)(must be in place to be eligible for EUAC funding)You need atleast 50% of EUAC funds requested in match funding available | 24 [AMOUNT REQUESTED FROM EUAC](#_23_AMOUNT_REQUESTED) (maximum that can be requested is € 10.000) |
| **25** [**BUDGET BREAKDOWN**](#_24_BUDGET_BREAKDOWN)(IN EUROS) (only for the amount requested from EUAC)

|  |  |
| --- | --- |
| TRAVEL |  |
| STAFF TIME ADDITIONAL TO NORMAL WORKLOAD AND ASSOCIATED COSTS |  |
| ACCOMMODATION |  |
| EQUIPMENT |  |
| COMMUNICATION |  |
| MISCELLANEOUS |  |
| TOTAL |  |

Please explain below what the staff time and associated costs would cover and what the miscellaneous budget is for. |  |
| **26** [**EXPECTED PUBLICATIONS FROM THE PROJECT**](#_25_EXPECTED_PUBLICATIONS) (IF ANY) |
| **27** [**PLEASE ATTACH BRIEF CURRICULA VITAE FOR KEY PROJECT PERSONNEL**](#_26_PLEASE_ATTACH)**.** |

|  |
| --- |
| **GUIDANCE NOTES** |
| Please use these Guidance Notes to help complete the EUAC Application for Funding Support for Conservation Projects. It is important to ensure that all sections are fully completed to allow the application to be reviewed satisfactorily by the Committee. Failure to fully complete the application form will make the application invalid.  |

# 1 TITLE OF PROJECT

Be brief but descriptive of what the project will do, where it is, what species it is working with.

# 2 NAME AND ADDRESS OF APPLICANT

The applicant must be a Full or Associate member of the European Union of Aquarium Curators. The address should be the address of the institution the applicant is affiliated with.

# 3 LOCATION OF PROJECT (REGION AND COUNTRY)

List the country and geographical territory of where the project will take place. Please verify that there are no travel restrictions to this country/territory beforehand.

# 4 PROJECT START AND END DATES

 Include month and year. Projects should normally be a maximum of one year in duration and start within one year of being notified that funding has been awarded from EUAC. Exceptions to this must be approved by the EUAC Committee.

# 5 PROJECT COORDINATOR, ADDRESS AND INSTITUTIONAL AFFILIATION

(If different from applicant). If different from applicant the professional affiliation of the project coordinator to the applicant should be stated with a brief statement of why the applicant and project coordinator are not the same.

# 6 EUAC MEMBER ROLE IN PROJECT

What specific role does the EUAC member applicant have in the project? As a fund for encouraging members’ institutions to support ex-situ conservation, it is essential that their role in the project is clearly defined. In this section the applicant should clearly outline their role in the project, which should be more than just securing funding from EUAC.

# 7 PROJECT TYPE

Please tick the boxes of all that are applicable. For each box that is ticked supporting information should be provided in sections 8-12 below.

# 8 FOCAL SPECIES (common and scientific name)

The species should be of direct interest and relevance to the Aquarium Community. Therefore they should be species from aquatic ecosystems. If more than one species is to benefit from this project then please list all the key species that the project is working with.

# 9 IUCN RED LIST STATUS

**(Or other threat listing) of focal species:**  This fund supports conservation and therefore those species assessed as threatened (or Data Deficient) by IUCN or another recognized national/international assessment body will be prioritised.

**CITES YES NO**

**APPENDIX** If the species is protected by CITES please state so and in which appendix it is listed.

Part of a programme? EEP/GSMP/Other regional programme: please indicate if there is a management programme for the focal species that you are aware of.

# 10 PROJECT BACKGROUND

(200 words maximum) Provide information about why you have chosen to get involved with this work. Include any previous work that has been done historically either by the applicant or by others. Include details about the species involved and why it should be prioritised for conservation funding.

# 11 PROGRAMME SPECIES

(50 WORDS MAXIMUM) If focal species are part of a programme, how will outcomes of this project support the aims of the programme or roles of the programme? Has there been communication with the coordinator about this project?

# 12 OVERALL PROJECT PURPOSE

(200 words maximum) Include information to support the reason why EUAC should fund this project. Include the *main* reason this project is necessary and a statement about what the consequences might be if the project is not funded.

# 13 PROJECT OBJECTIVES

(250 words maximum) Provide a list of all the objectives planned. These should be specific and measurable. Objectives can be answered with a “yes” or “no” if they are written correctly. Therefore it can help to start each objective with the phrase: “This project will...” EXAMPLE: “This project will restore one hectare of wetland.”

# 14 PROJECT ACTIVITIES

(300 words maximum) These should be directly linked to the Project Objectives. If there are five objectives there should be at least five Project Activities to meet the objectives (but there can be more than one activity to meet each objective). Activities should be the *how* of the project. They should be detailed in descripton to demonstrate that the applicant has thought through the project in detail. They need to demonstrate that the applicant has sufficient background knowledge of the project’s subject to accomplish the activities.

# 15 MONITORING AND EVALUATION –

HOW WILL THE PROGRESS AND OUTCOMES BE MEASURED? (100 words maximum) This should be directly linked to the Project Objectives and Project Activities. List what mechanisms will be put in place to track whether the project has achieved its objectives. Examples could include: questionnaires to the project participants, follow up surveys or a full report with documented achievements.

# 16 WELFARE

It is imperative that any project funded by EUAC demonstrates good welfare practice if your project exceeds the normal handling of animals (outside of normal work activities) or involves transport or euthanasia of animals, or in any way alters their environment please describe below, outline in this section how you intend to mitigate against any negative welfare impact.

# 17 HUSBANDRY IMPROVEMENTS

Husbandry improvements may be made for the focal species. This section should describe the reason why the improvements were made and also outline which improvements were made.

# 18 WILL LOCAL PEOPLE/COMMUNITIES PARTICIPATE IN THE PROJECT?

 IF YES, PLEASE DESCRIBE HOW. (50 words maximum) The strongest and most successful projects have local input and participation and having established a local contact is often essential to achieving the objectives of the project. State here which community sectors will be involved and how as well as the expected number of people that will participate.

# 19 HAS THE PROJECT BEEN APPROVED BY THE GOVERNMENT OF THE HOST COUNTRY?

 PLEASE IDENTIFY COLLABORATING AGENCIES/MINISTRIES**.** Many countries require permits or licenses to conduct conservation/research or any work directly related to the use of their natural resources. It is imperative that projects funded by EUAC are properly supported and approved by the licensing authority in the country in which the project is being conducted. In this section demonstrate that the activities being conducted are authorised in the hosting country.

# 20 DOES THE PROJECT COLLABORATE WITH OTHER PARTNERS (NGO, ACADEMIC INSTITUTES, OTHERS)?

 **(Please identify.)** The most effective projects benefit from the collaborative experience of multiple partners with differing expertise. If the project is working with other non-government organisations, conservation charities, universities or others list them here and their area of expertise with a focus on how it will help to achieve the project’s objectives by having them as collaborators.

# 21 ETHICAL REVIEW

Does your project meet the ethical requirements of your local and national legislation. If required does it need to go through an ethical review. If so please give details.

# 22 TOTAL PROJECT BUDGET

 (In euros**)** Include the entire costs of conducting the work within the scope of the project (not just that funded by EUAC).

# 23 MATCHING FUNDS

 PROVIDED. MATCHED FUND MUST BE IN PLACE TO BE ELEGIBLE FOR EUAC FUNDING.List here any additional sources of funding that the project will recieve. This could be from other funding bodies or for example listed as salaries being covered by the institution that is applying for funding. Itemise the funding in euros.

# 24 AMOUNT REQUESTED FROM EUAC

 List the total amount reqested from EUAC in euros. Note that normally a maximum amount of 10,000 euros is available per project application.

# 25 BUDGET BREAKDOWN

 Provide an itemised list of how the funds from EUAC will be spent.

**Travel** This is to include airfares, train/bus/boat travel, vehicle hire, and fuel and toll charges.

**Staff time:** This includes additional time from existing staff or new staff brought in to cover the activities of the project. Please indicate in euros.

**Accommodation** To cover hotels and subsistence such as meals for those involved with the project.

**Equipment** An itemised list of what equipment is required to conduct the project. Note that under most circumstances the equipment should be left with the partner institution in country rather than kept by the applicant.

**Communication** List any costs associated with communcation such as website development, publication production or keeping in touch with the project participants such as phone calls.

**Miscellaneous** Use this area to itemise anything not already listed above, such as licences or permit fees.

**TOTAL** Provide a total of the itemised list of what funds are requested from EUAC.

# 26 EXPECTED PUBLICATIONS FROM THE PROJECT

 (If any). **In** addition to the requirement of providing a presentation at the EUAC meeting often projects will generate other publications and press interest. If these are anticipated please list the type of publication and the journal/magazine/newspaper that the project will feature in. Note that it is expected for EUAC to be acknowledged in any publications as a supporter of the project.

# 27 PLEASE ATTACH BRIEF CURRICULA VITAE FOR KEY PROJECT PERSONNEL.

 Curriculum vitae for the key participants in the project will demonstrate to the Committee their ability to successfully complete the project work for which they are applying.

# 28 Glossary of terms

CITES: Convention on International Trade in Endangered Species of Wild Fauna and Flora

IUCN: International Union for Conservation of Nature

EEP: EAZA Ex Situ Programme – species management programme for the European region coordinated by the European Association of Zoos and Aquaria

GSMP: Global Species Management Plans – global species management programmes coordinated by the World Association of Zoos and Aquariums