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| **A blue and black logo with a fish and stars  Description automatically generated** |
| EUROPEAN UNION OF AQUARIUM CURATORS |
| **APPLICATION** **FOR FUNDING SUPPORT FOR *IN SITU* CONSERVATION PROJECTS**2025**CLOSING DATE FOR 2025 APPLICATIONS: 15 April 2025** |
|  |  |
| **1** [**TITLE OF PROJECT**](#_1_TITLE_OF)**2** [**NAME OF APPLICANT**](#_2_NAME_AND) |   |
|  **INSTITUTION** |   |
|  **ADDRESS** |   |
|  |  |
|  |  |
|  **TEL:** |  |
|  **FAX:** |  |
|  **E-MAIL:** |  |
|  |  |
|  **DATE OF APPLICATION:** |  |
|  |  |

**PLEASE UPLOAD YOUR APPLICATION TO** [**HERE**](https://eaza-my.sharepoint.com/%3Af%3A/g/personal/lauren_florisson_eaza_net/EimEzKK6XrJCvkfoQ7xWtRsBv_T6epWaaL8FVJPRBFki0g) **IF YOU CANNOT UPLOAD THEN PLEASE EMAIL IT TO**
lauren.florisson@eaza.net and info@euac.org. If you would like to know how EUAC processes your personal information we refer you to our Privacy Policy on the EUAC website.

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| **3** [**LOCATION OF PROJECT**](#_3_LOCATION_OF_1) (REGION & COUNTRY) |
| **4** [**PROJECT START AND END DATES**](#_4_PROJECT_START) |
| **5** [**PROJECT CO-ORDINATOR, ADDRESS AND INSTITUTIONAL AFFILIATION**](#_5_PROJECT_COORDINATOR,_1) (IF DIFFERENT FROM APPLICANT) |
| **6** [**EUAC MEMBER’S ROLE IN PROJECT**](#_6_EUAC_MEMBER) |
| **7** [**PROJECT TYPE**](#_7_PROJECT_TYPE_1)(TICK ANY COMPONENTS THAT APPLY)o BIOLOGICAL/ECOLOGICAL RESEARCH o VETERINARY/CONSERVATION MEDICINEo ANIMAL WELFAREo RE-INTRODUCTION/RE-STOCKING/TRANSLOCATION o HUMAN-WILDLIFE CONFLICT  | o EDUCATION/PUBLIC AWARENESSo TRAINING/WORKSHOPSo COMMUNITY-BASED/SOCIAL POLICYo ECOTOURISM/SUSTAINABLE DEVELOPMENT o SUSTAINABLE USE o WARDENING/LAW ENFORCEMENTo PROTECTED AREAS MANAGEMENT o OTHER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **8** [**FOCAL SPECIES**](#_8_FOCAL_SPECIES_1) (COMMON AND SCIENTIFIC NAME) |
| **9** [**IUCN RED LIST STATUS**](#_9_IUCN_RED_1) (OR OTHER THREAT LISTING) **OF FOCAL SPECIES****CITES**  YES NO**APPENDIX** |
| 10 [PROJECT BACKGROUND](#_10_PROJECT_BACKGROUND) (200 words maximum) |
| **11** [**OVERALL PROJECT PURPOSE**](#_11_PROGRAMME_SPECIES)(200 words maximum) |
| **12** [**PROJECT OBJECTIVES**](#_11_OVERALL_PROJECT) (250 words maximum) |
| **13** [**PROJECT ACTIVITIES**](#_12_PROJECT_OBJECTIVES) (300 words maximum)  |
| **14** [**COLLABORATIONS WITH OTHER EUAC MEMBERS**](#_14_COLLABORATIONS_WITH) (50 words maximum)IF YES, PLEASE DESCRIBE HOW. |
| **15** [**WELFARE**](#_15_WELFARE) (100 words maximum)IF ANIMALS ARE DIRECTLY HANDLED AS PART OF THE PROJECT, WHAT ASSURANCES HAVE BEEN PUT IN PLACE TO GUARANTEE GOOD WELFARE?  |
| **15** [**MONITORING AND EVALUATION**](#_16_MONITORING_AND_1) (100 words maximum) HOW WILL THE PROGRESS AND OUTCOMES BE MEASURED? |
| **17** [**WILL LOCAL PEOPLE/COMMUNITIES PARTICIPATE IN THE PROJECT**?](#_17_HUSBANDRY_IMRPOVEMENTS)  (50 words maximum)IF YES, PLEASE DESCRIBE HOW. |
| **18** [**HAS THE PROJECT BEEN APPROVED BY THE GOVERNMENT OF THE HOST COUNTRY?**](#_18_HAS_THE)PLEASE IDENTIFY COLLABORATING AGENCIES/MINISTRIES. |
| **19** [**DOES THE PROJECT COLLABORATE WITH OTHER INTERNATIONAL OR NATIONAL NGOS?**](#_19_DOES_THE)(PLEASE IDENTIFY) |
| **20** [**TOTAL PROJECT BUDGET (IN EUROS)**](#_20_TOTAL_PROJECT) |
| **21** [**MATCHING FUNDS PROVIDED**](#_21_MATCHING_FUNDS) (must be in place to be eligible for EUAC funding)  | 22 [AMOUNT REQUESTED FROM EUAC](#_22_AMOUNT_REQUESTED) (with a maximum amount of € 10.000) |
| **23** [**BUDGET BREAKDOWN**](#_23_BUDGET_BREAKDOWN) (IN EUROS only for the funds requested from EUAC)

|  |  |
| --- | --- |
| TRAVEL |  |
| SALARIES |  |
| ACCOMMODATION |  |
| EQUIPMENT |  |
| COMMUNICATION |  |
| MISCELLANEOUS |  |
| TOTAL |  |

Please explain below what the staff time and associated costs would cover and what the miscellaneous budget is for. |  |
| **24** [**EXPECTED PUBLICATIONS FROM THE PROJECT**](#_24_EXPECTED_PUBLICATIONS) (IF ANY) |
| **25** [**PLEASE ATTACH BRIEF CURRICULA VITAE FOR KEY PROJECT PERSONNEL**](#_25_PLEASE_ATTACH) |

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| **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 in-situ conservation, it is essential that their role in the project is clearly defined. 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 9-12 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 recognised 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.

# 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 OVERALL PROJECT PURPOSE

(50 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.

# 12 PROJECT OBJECTIVES

(200 words maximum) Provide a list of all the objectives planned. These should be specific (say exactly what will be done) and measurable (how will you check how successful it is). 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.”.

# 13 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 description 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.

# 14 COLLABORATIONS WITH OTHER EUAC MEMBERS OR AQUARIUMS

If there is collaboration between or with other EUAC members please explain what this collaboration looks like.

# 15 WELFARE

It is imperative that any project funded by EUAC demonstrates good welfare practice if it directly involves the capture, handling, tagging, transport or euthanasia of animals, or in any way alters their environment. If your project includes any of the above activities, outline in this section how you intend to mitigate against any negative welfare impact.

# 16 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.

# 17 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.

# 18 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.

# 19 DOES THE PROJECT COLLABORATE WITH OTHER INTERNATIONAL OR NATIONAL NGOS?

 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 organizations or conservation charities 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.

# 20 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).

# 21 MATCHING FUNDS

 PROVIDED. MATCHED FUND MUST BE IN PLACE TO BE ELEGIBLE FOR EUAC FUNDING OF ATLEAST 50%. List here any additional sources of funding that the project will receive. 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.

# 22 AMOUNT REQUESTED FROM EUAC

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

# 23 BUDGET BREAKDOWN

Provide an itemised list of how the funds from EUAC will be spent. Budgets should be tied to the planned activities. Amounts need in the different categories need to reflect true amounts of what items under the categories would cost.

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

**Salaries:** Should normally be used to cover salaries of in-country, partner institutions or consultants rather than the EUAC applicant. If a consultant is hired to do a specific part of the project then this must also be stated in other parts of the application such as the activities. Please break down these fees and explain what they are paid for.

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

**Equipment:** An itemized 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 communication such as website development, publication production or keeping in touch with the project participants such as phone calls.

**Miscellaneous**: Use this area to itemize anything not already listed above, such as licenses or permit fees.

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

# 24 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.

# 25 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.

# 26 Glossary of terms

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

IUCN: International Union for Conservation of Nature