****

**The 2024 Dan M. DiGiacomo FCSal Small Grant Application and Guidelines**

**The Foundation for the Conservation of Salamanders will consider proposals for its small grant program for amounts up to $3,000.**

**FUNDING PRIORITIES:**

**The Foundation for the Conservation of Salamanders will support research, education, or conservation efforts towards salamanders and their habitats, particularly species that are locally or regionally listed.**

* Field conservation of species and their habitats or mitigation of threats
* Innovative education initiatives to benefit species at risk and their habitats
* Research that has direct application to the health or recovery of species at risk
* Zoo and aquarium partnerships and permits must be approved and demonstrated

**The following are ineligible expenses/costs which are not supported:**

* Salaries, except for graduate student stipends or technicians
* Administrative costs, including institutional overhead
* Travel unrelated to completion of the project
* General institutional support, projects considered to be normal institutional operating expenses, or shortfalls in budgets
* Grants may not be used for political lobbying, litigation, or travel funds for attending or presenting at conferences
* Grants will not be provided to fund projects that are already completed

**APPLICATION PROCEDURE AND DEADLINE**

The proposal must be submitted as a PDF or Microsoft Word document to the FCSal Grant Committee (grants@fcsal.org) by January 15, 2024.  Should your project receive funding, we will disburse funds as specified in the award letter. Recipients will be notified by March 1, 2024.

**GRANT PERIOD**

Ideally, grants must be spent within 12 months after the grant is awarded. However, exceptions can be made; please provide a detailed timeline in your application. Additionally, FCSal requires a progress report mid-way through the duration of the project and a final report within 2 months of the completion of the project.  FCSal reserves the right to display and promote this research on their website and other social media pages.

**THE APPLICATION**

**Only complete applications will be considered** for review and possible funding. Separate mailing of materials will not be accepted.The application contains a budget (see below) and must include the following:

* Support letters from the CEO/Director of the Primary Investigator(s) and collaborating institution(s)
* Copies of permits or letters of approval by the appropriate regulatory agencies or recovery team, and/or Institutional Animal Care and Use Committee (IACUC) approvals
* *Curriculum vitae* of Primary Investigator(s); maximum one page per investigator

Format must not deviate from the following form. Total application length may not exceed seven typewritten pages. Appendices are permitted, but may only *clarify*, and not *supplement*,information in the narrative (i.e., photos/diagrams would be acceptable, but not videos/publications).

**The Dan M. DiGiacomo FCSal Small Grant 2023**

1. **TITLE PAGE (Page 1; single page)**

|  |  |
| --- | --- |
| Project Title: |  |
| Principal Investigator (PI) name:  Job title:  Institution:  Address:  Phone:  Fax number:  Email address: |  |
| Name and contact information to whom check is payable, or method of fund transfer: |  |
| Amount of Grant Request: |  |
| Collaborator name (add additional lines below if necessary):  Job title:  Institution:  Address:  Phone:  Fax number:  Email address: |  |

Type of project *(circle all that apply):*

Education Conservation Research

Abstract *(no more than 250 words):*

**B) NARRATIVE (Pages 2–5; no more than 4 pages in total).**

**1. Background (250 words maximum)**

**Please give a brief description of the project, its research/conservation/education goals, and why it is a priority.**

**2. Project Description (1000 words maximum)**

**Please provide a detailed account of the project methodologies and why they are appropriate, conservation significance of the specific outcomes, project evaluation methods, and partnerships involved (specify roles of all partners). If proposal is an education project, explain how the educational impact of the program will be measured (i.e., changes in knowledge, attitudes, and behaviors)?**

**3. If request involves a multi-year project, please outline the funding strategy for subsequent years (50 words maximum).**

**4. Have all the necessary permits or letters of approval by the appropriate regulatory agencies or recovery team been obtained for the project? (Y/N)**

**Have Institutional Animal Care and Use Committee (IACUC) approvals been obtained, if necessary? (Y/N)**

**If yes to either question, attach copies of related permits and approvals to this proposal. Proposals cannot be considered unless proof of permits or support letters from the permitting authority is provided.**

**5. Project timeline:**

**6. Is the project underway? (Y/N)**

**C) PROJECT BUDGET FOR ONE YEAR (add additional lines as necessary; not to exceed 1 page)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget Category** | **Item/Amount** | **Amount Requested from FCSal** | **Other Funding Sources;**  **Identify Pending, In-Kind, or Other Support** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total** |  |  |  |

**D) ATTACHMENTS (digital submissions only)**

**1. Letters of support from the CEO/Director of the Primary Investigator(s) and collaborating institution(s)**

**2. Copies of appropriate permits and/or IACUC approvals**

**3. *Curriculum vitae* of Primary Investigator(s); maximum one page per investigator**