

Zoo Boise Conservation Fund Application Instructions

Review Process: Applications are reviewed by an 8 person committee made up of Zoo Boise volunteers, Board members, and staff and community members. Projects selected as finalists by the committee will be reviewed and voted on by the general public at Zoo Boise and via our website. Please keep in mind that this does include schoolchildren. Therefore, proposals should be written so that it is easily understood by non-scientists and members of the general public.

1. **Cover Sheet (included with this application).**
2. **Introduction (not to exceed 300 words):** Clearly state the purpose of the project including goals, expected outcomes and the impact the project will have on conservation. Include sufficient information such that reviewers (who may not be familiar with the subject matter or have a science background) will be able to understand and evaluate the project request. You must clearly state the goals and objectives of the project. **If your proposal is selected as a finalist, your introduction will be used as the project description during the voting process for the public.**
3. **Project Description (not to exceed 2 pages).**
4. **Timeline:** Outline the timeframe of the proposed project including estimated start/finish dates and duration of each project phase.
5. **Budget:** A detailed, itemized budget must be submitted. Include items such as salaries, equipment, travel, supplies, etc. Be sure to clearly indicate the amount being requested from the Zoo Boise Conservation Fund. If requesting partial funding a complete project budget must be submitted. Note in-kind support where applicable as well as support from other sources that has been obtained or is being sought. The Zoo Boise Conservation Fund will not cover university overhead or indirect costs.
6. **Curriculum Vitae (not to exceed 1 page per person):** Include the CV of the Principal Investigator(s).

7. Letters of support/recommendation:

- a. Proposals associated with a recognized institution (accredited zoo, academic, conservation or non-profit organization) must include a letter of endorsement from their respective department head on official letterhead.
- b. If proposal requires cooperation from other collaborators a letter of support is also required.
- c. Those not affiliated with a recognized institution must provide at least two letters of recommendation from collaborators and/or colleagues in your respective field.
- d. Letters of support/recommendation can be scanned and saved as PDF files for those submitting proposals electronically. For those submitting proposals via fax or mail they should be included in the packet with the rest of the proposal documents.

7. **Attachments:** Please include available high resolution photos, video and collateral materials. All submitted materials become the property of the Zoo Boise Conservation Fund. Materials submitted may be used in all publication and media regarding the Zoo Boise Conservation Fund.

All visual and collateral materials will be used to publicize the final slate of grantees. Since the public votes and awards the grant funds, it is imperative the Zoo Boise Conservation Fund has materials available to educate the public about the conservation projects. Please keep this in mind when submitting attachments.

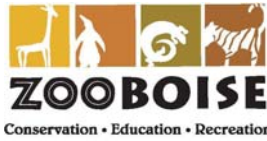
If selected as a grant recipient, a large photo, at least 3' at 240 dpi, of the primary species must be provided by the organization.

8. **Submission Instructions:** Applications may be submitted via email or mail. If mailing the application please submit 8 complete printed copies or one completed copy on CD (photos and support material may be submitted on one CD for printed copies). All application materials should be submitted at one time (do not submit CVs, photos, etc. in separate emails or packages).

**Applications will be accepted from April 1 to June 30, 2011.
All Application packages must be RECEIVED by June 30, 2011.**

Questions? Contact:

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**Zoo Boise Conservation Fund
2011 Grant Application Cover Sheet**

1. **Project Title:** _____

2. **Project Leader(s):** _____

3. **Organization:** _____

Contact Person: _____

Address: _____

City, State, Postal Code, Country: _____

Telephone: _____

Fax: _____

E-mail: _____

4. **Amount requested from Zoo Boise Conservation Fund: \$** _____

5. **Primary Species Involved:** _____

6. **Conservation Method Employed (select all that apply):**

Habitat Restoration **Wildlife Conservation/Management** **Education**

Community Based Conservation **Scientific Research**

7. **Proposed Project Period:** _____

8. **Project Location:** _____

9. **Is this project new (yes/no)?** _____

10. **Part of an ongoing project (yes/no)?** _____

Signature of Organization Contact:

_____ **Date:** ____/____/____



ZOOBOISE

Conservation • Education • Recreation

Zoo Boise Master Plan

Projects involving the following species are eligible for conservation funding.

Mammals

Marsupials

- Virginia Opossum
- Koala
- Wombat
- Bandicoot
- Bilby
- Tasmanian Devil
- Sugar Glider
- Kangaroo (all species)
- Wallaby (all species)
- Bettong (all species)
- Tree kangaroo (all species)
- Quokka

Insectivores

- Hedgehog (all species)
- Tenrec (all species)
- Shrew (all species)
- Mole (all species)

Bats

Any species found in Asia, Africa or Americas

Elephant Shrews

Elephant Shrew (all species)

Tree Shrew

Tree Shrew (all species)

Primates

- Prosimians (all species)
- Monkeys (all species)
- Apes (all species)

Anteaters/Sloths

- Anteaters (all species)
- Sloth (all species)

Pangolins

Pangolins (all species)

Lagomorphs

- Pika (all species)
- Rabbit (all species)

Aardvark

Hyrax

Rodents

- Squirrels (all species)
- Mice/Rats (all species)
- Beavers (all species)
- Muskrat
- Lemmings (all species)
- Cavy-like species (all species)
- Capybara
- Porcupine (all species)
- Mole Rats (all species)

Hoofed Animals

- Zebra (all species)
- Przewalski's Horse
- Rhinoceros (all species)
- Tapir (all species)
- Pigs (all species)
- Camel family (all species)
- Deer family (all species)
- Giraffe
- Okapi
- Antelope family (all species)
- Cattle family (all species)
- Sheep family (all species)
- Goat family (all species)

Carnivores

- Fox (all species)
- Raccoon dog
- Bush dog
- Maned wolf
- African hunting dogs
- Bear (all species)
- Members of the Procyonidae family
(raccoon family - all species)
- Members of the Mustelidae family
(ferrets/weasels/otter/badger, etc)
(all species)
- Civets (all species)
- Mongoose (all species)
- Binturong
- Fossa
- Hyenas (all species)
- Cat (all species)



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Zoo Boise Master Plan – pg. 2

Projects involving the following species are eligible for conservation funding.

Birds

Ostrich
Rheas
Cassowaries
Emu
Kiwi family
Tinamous family
Penguin family
Heron family (Ciconiiformes)
Flamingo family
Duck family
Falconiformes family (Birds of Prey)
Galliformes (Gamebird Family)
Gruiformes (Crane Family)
Columbiformes (Pigeon Family)
Psittaciformes (Parrot Family)
Cuculiformes (Cuckoo and Turaco Family)
Strigiformes (Owl Family)
Caprimulgiformes (Nightjar and Frogmouth Family)
Apodiformes (Hummingbird Family)
Trogoniformes (Trogon Family)
Coraciiformes (Kingfisher/Hornbill Family)
Piciformes (Woodpecker/Toucan Family)
Passeriformes (Passerine Family)

Reptiles

Tortoises & Turtles (all species)
Tuatara
Snakes (all species)
Lizards (all species)
Crocodiles & Alligators (all species)

Amphibians

Newts & Salamanders (all species)
Caecilian (all species)
Frogs & Toads (all species)

Invertebrates

Please contact us at llittman@cityofboise.org if your project involves invertebrates to determine eligibility.