EXAMPLE FUNDING APPLICATION QUESTIONS

Example questions for EOCA's conservation project application forms
This is **NOT** in itself an application form – **DO NOT** complete
(Actual questions may vary from funding round to funding round)

Stage 1 Short Application Form:

Contact details:
Name of organisation
Address
Website, Social/Media platforms
Project coordinator details & email(s)

Organisation details:
Legal status of organisation
Project duration (up to 3 years for June applications, up to 2 years for December applications)
Project total budget (in Euros)
Amount requested from EOCA (max €60,000 June applications / max €30,000 December applications)

Project outline:
Briefly describe the overall goals of the project: the location, species, habitat, or broader ecosystem to be restored/conserved, the main threat or issue, **AND** what your work will do to conserve, restore or protect it:
Maximum 1500 characters (approximately 250-300 words)

Please outline **THREE CLEAR, MEASURABLE** objectives which you expect your project to deliver e.g., restoration of 'xx' hectares of 'xx' habitat through 'xx' actions, by 'xx' date; carry out 'xx' number of community events with 'xx' members of the community, by 'xx' date, etc.
Maximum 600 characters (approximately 90-100 words)

How does your project link to the outdoor enthusiast? Tell us **who** visits your area e.g., hikers/bikers/climbers/kayakers etc.? And, **how many** visitors are there?
Maximum 250 characters (approximately 40-50 words)

How will your project protect against **biodiversity loss**?
Maximum 250 characters (approximately 40-50 words)

Climate change – does your project: *(please tick all that apply)*
- reduce carbon emissions
- sequester carbon
- adapt to climate change
- protect from further loss of carbon
How?
Maximum 250 characters (approximately 40-50 words)

What **area** will your project have a **direct** impact on and, if applicable, what wider area will your project have an influence on (in **hectares**)?

Does your project take place in a 'wild' area (Yes/No)?
(i.e., in a non-urban environment)
Does your project involve the local community (Yes/No)?
Does your project involve education (Yes/No)?
Does your project involve hands-on conservation (Yes/No)?

Stage 2 Full Application Form (additional questions to short application):

Organisation details:

Organisation / charity / non-profit registration number:
Registration address:
Date of registration:
Number of employees:
Number of volunteers:
Approximate annual budget:
Organisation purpose / mission statement
List three previous **relevant** conservation successes your organisation has delivered

Project Times and Budget:

Project start date
Have you applied for EOCA funding previously?
Project budget (in Euros)
Amount requested from EOCA (in Euros)
Is the commencement of this project dependent on securing other grants / funding in addition to that from EOCA? If yes, please give more details including timescales.

Project overview:

Briefly describe the overall goals of the project: the location, species, habitat or broader ecosystem, the main threat or issue and what your work will do to conserve, restore or protect it.
(Maximum 300 words)

Please insert the 'Project Outline' you provided in 'Stage 1 Short Application Form'.

Details of your project:

1. How will this project protect against **biodiversity loss** through restoring or enhancing key species, habitats or the broader ecosystem. Please outline identified threats to biodiversity in your project area and detail how you will address specific issues and root causes. *(Maximum 600 words)*

2. How will this project link to and enhance the experience of the outdoor enthusiast and/or affect their impact on it? Please tell us how many outdoor enthusiasts use the area and how e.g., hiking, climbing, swimming, etc. *(Maximum 400 words)*

3. Do you currently work with the local community? *YES/NO*
If yes, for how long and how? If no, how do propose to engage with them?
(Maximum 200 words)

4. How will this project involve local people and identifiable stakeholders? *(Maximum 250 words)*

5. How will this project educate and communicate with local people, communities of interest and visitors to the area? *(Maximum 250 words)*

6. How many volunteers do you hope to get involved in your project actions? *(Maximum 250 words)*

7. Please give details of the on-the-ground, hands-on conservation work activities that will be implemented with this funding. *(Maximum 500 words)*

8. What area will your project have a direct impact on and, if applicable, what wider area will your project influence? (in hectares) *(Maximum 100 words)*

9. How will this project be sustainable after funding from EOCA has finished? *(Maximum 250 words)*.

Additional project site details:

Do you have permission, and / or legal right to carry out this project in the area?

Who owns / manages the land where the project will be implemented? What is your relationship to them? *(Maximum 100 words)*

Are there any conflicts with any third parties that you are aware of? Please give any details of any ongoing conflicts over ownership, access, grazing or usage rights:
(Maximum 100 words)

Further information on climate change mitigation:

Please give details of how your project helps mitigate against climate change. This may include restoring, conserving, and protecting habitats and ecosystems which store and/or capture carbon, for example.
How does your project: (Fill in all that are applicable):

1. Reduce carbon emissions? *(Maximum 100 words)*

2. Sequester carbon? *(Maximum 100 words)*

3. Adapt to climate change? *(Maximum 100 words)*

4. Protect from further loss of carbon? *(Maximum 100 words)*

Project objectives:

The work must demonstrate clear and **measurable** impacts over its **duration -** we need to be able to assess your project's progress half-way through.

What indicators can be measured to evidence impact? For example, if training is given, how will you measure its success? If anti-poaching measures are used, how will you assess their effectiveness?

Some examples of measurable and time orientated outcomes: 'x number' trees to be planted by 'x date'; 'x number' meters of trail to be created/restored by 'x date'; 'x number' clean ups/removal of invasive species carried out over 'x number' days and covering 'x number' hectares and 'x number' of 'locations'; 'x number' workshops to be carried out by 'x date'; at least 'x number' volunteers/locals undertaking 'project goals' over 'x number' days.
Objective 1) *Maximum 100 words*
Objective 2) *Maximum 100 words*
Objective 3) *Maximum 100 words*

You must also send us the following FIVE documents:

1. Non-Profit Proof - documentation that proves your organisation is registered, **non profit**. If this is not in English, please **highlight** the relevant section and provide an English translation.
2. Reference letter - TWO references / letters of recommendation from an organisation that has provided funding to you in the past and you would not mind us contacting, if your project is shortlisted. The letter must outline how they have funded you in the past and how they worked with you.
3. Project Timeline / Logframe – A single page spreadsheet that gives an overview of the activities taking place, and when, during your project.
4. Predicted Project Impact tables - please complete this form sent with this application form.
5. Budget - A budget for the amount you have applied for in **Euros (€)**: how exactly will the funds be used? This should include details of how the rest of the project will be funded - where will the remaining funds come from?

Please note we will not pay for ongoing staff costs or salaries (such as pension / insurance etc) or office overheads (electricity, heating, stationery etc). **But**, we will consider some overhead staff costs that are necessary for the successful undertaking of the project. The budget does not need to be very detailed but give an outline of how the project is broken down and where the funding for each section will be coming from.

If the undertaking of the project is dependent on securing other grants / funding as well as one from EOCA, or will not go ahead without other funding being obtained, please make this point clear on your budget spreadsheet. If you are able to access match funding, or further funding from a different source due to a grant being made from EOCA, please also give details of this in your application form.

Optional - you can also send the following documents:

Photographs and / or short 2-3 minute video – of the project area to illustrate the issue / problem. You can also send in a short document to illustrate your project, but **no more** than 2-3 pages please; a map showing your project area would also be useful.