Amphibian Ark
Conservation Grant announcement
and guidelines

Amphibian Ark is pleased to announce the 15th annual call for proposals for its grants program. Some new guidelines and requirements for grant recipients have been included, so please be sure to read these guidelines carefully. We are now accepting funding applications for the following types of grants:

- **Start-up grants** – initial funding to help newly-launched projects get started at the very beginning of their life, to help them attract larger and/or long-term funding for the duration of the program**.** One-time grants of up to US$5,000 are available. Recipients are able to apply for second and third year extension grants. A Project Outline (see below) must be submitted prior to your application.
- **Program extension grants** – additional funds are available to provide continued support for projects for high priority species that a) have met their stated objectives for previous years, and b) can demonstrate that additional supplemental funds have been secured since the program began. It is expected that husbandry guidelines and a species action plan have been completed. Second-year grants of up to US$4,000 and third-year grants of up to US$3,000 are available.
- **Workshop attendance** – partial funding to assist attendance at *ex situ* amphibian conservation-related workshops, especially those which focus on amphibian husbandry, planning and reintroduction. Applicants must have already secured partial funding to attend the workshop. You must already be actively involved in an amphibian conservation project or have well-developed plans and funding in place to implement a new program Grants of up to US$750 are available.
- **Mentorship grants** - support for organizations which have previously received an AArk seed or start-up grant, to bring in a designated outside expert to assist with an aspect of their amphibian conservation efforts (e.g., veterinary training, environmental control etc.). Grants up to US$1,500 are available. A Project Outline (see below) must be submitted prior to your application.
- **Workshop support grant** – support for organizations which are planning an in-person amphibian conservation-related workshop or symposium, especially those which focus on amphibian husbandry, planning and reintroduction. Applicants must have already secured partial funding for the workshop, and the dates and location for the workshop should have been publicly announced. Grants up to US$2,500 are available.
- **Emergency grants** – limited funding is available for past recipients of AArk grants throughout the year for emergency situations such as unanticipated major equipment failure in existing *ex situ* programs. These grants are also available for the emergency rescue of wild populations facing imminent threat of extinction. Please contact grants@amphibianark.org at any time to discuss an emergency grant.

All applicants for Start-up or Mentorship grants are required to submit a brief Project Outline, prior to submitting a full application. Ideally your Project Outline should be in English or Spanish, but it can be submitted in any language. It should be less than 400 words in length and should contain information under the following headings: Species, Organization, Project Manager, Previous amphibian husbandry experience, Goals, Proposed outcomes, Other funding sources (both requested and received) and the status and progress of a Species Action or Recovery Plan for the species

(including authors of the recovery plan). Project Outlines for start-up grants from institutions with limited amphibian expertise **must** include a copy of the report from the Institutional Program Implementation Tool (www.amphibianark.org/program-implementation-tool/) for the species at your institution. The Project Outline should address any shortfalls highlighted within the tool.

Project Outlines will be reviewed, and successful applicants will then be invited to submit a full application. ***Full applications will not be accepted without a Project Outline having been submitted and approved by the review committee.***

Our grants are intended to support conservation projects for amphibian species that cannot currently be saved in the wild, with a focus on *ex situ* actions, and in partnership with appropriate field activities. Preference will be given to projects for species which have been assessed as in need of *ex situ* rescue or research work, either as a recommendation from a Conservation Needs Assessment (www.conservationneeds.org) or a similar, national assessment process.

These grants are **not** intended to fund:

- Workshops
- Educational exhibits
- Project overheard or indirect costs
- Field projects without a strong *ex situ* component

Full applications

Project Outlines which have been approved by our review committee will receive an invitation to submit a Full Proposal.

Guidelines and requirements
All applications must reflect AArk values. **Please pay careful attention to the grant guidelines, and address all of the appropriate items:**

All grant applications must include the following items. Projects which do not include the requested details and attachments are unlikely to receive funding. Please complete the application checklist to ensure your application is complete.
1. Project title.
2. Names, institutional affiliations, and email addresses of project leaders.
3. Total funding amount requested from Amphibian Ark in US$.
4. Executive summary (300 words or less), including brief background, experience with ex situ amphibian husbandry, threats and current or proposed mitigation actions, methods, goals and anticipated outcomes, with emphasis on actions utilizing AArk funds. Please stress the conservation significance of the work, including the specific conservation need of all species involved (e.g., AArk priority, IUCN threatened or DD, national priority, etc.) and how the work will help address the threats to the species.
5. Budget with distinction between funds requested from AArk and those from other sources, with the latter specified as 'requested' or 'received' and from where. Clearly identify the role of AArk funding as a proportion of overall project cost. All costs should be in USD$. Budget should be less than one page. See sample below.
6. Timeline of work and intended dissemination of results over the proposed lifetime of the project (i.e., beyond the granting period). See sample below.
7. Scientific citations are not necessary but limited to half page if included.
8. We require two types of supporting letter:
   - All applicants - whether applying as individuals or as employees representing their organizations - must include at least one (preferably two) **letter of endorsement** from someone at an unrelated organization. That person should be a recognized leader in the field or at least from an internationally known organization.

- Employees representing their organizations must also submit a **letter of institutional support** from their employer. This letter is to verify that the employer (1) is aware that the applicant is proposing the project and (2) will provide the necessary resources, time and space to complete the proposed work for the duration of the project. Please address these points, with details of how this will be achieved. One such letter is required for each project leader on the application who has a different employer. See sample below.

Start-up grants

- The applicant should either be managing both the *ex situ* and the *in situ* conservation actions or details of current or proposed *in situ* actions should be referenced.
- Introduction, identifying the main conservation problem, the proposed corrective actions, the anticipated outcomes, and how these relate to the AArk values.
- Methodology. If a completed species action plan is not attached, include a succinct description of the proposed work with enough technical detail for evaluation by experienced reviewers. This section **must** include information about:
  - o recommendations arising from a Conservation Needs Assessment (or other national assessment)
  - o any previous *in situ* or *ex situ* conservation or research activities with the target species, either by the applicant(s) or by others.
- Working with amphibian species that **need** to be rescued. Proposals must relate to rescuing species whose threats cannot be mitigated in nature in time to prevent their extinction, and which therefore require urgent *ex situ* intervention to persist. This status should be determined by relevant field experts, e.g., the IUCN/SSC Amphibian Specialist Group (ASG) field experts through AArk Conservation Needs Assessment Workshops, or similar national processes. Contact AArk staff (grants@amphibianark.org) if an assessment has not yet been completed. The IUCN Red List can also be used to verify the threatened status. While we appreciate efforts to keep regionally threatened but globally stable species common, our limited funds are restricted to projects involving species that need help at a **global** level.
- Working with species **within** their native range country. Unless capacity absolutely cannot be built in the range country in time to prevent imminent extinction, the AArk will not fund projects that remove animals from their range country. In addition, every effort should be made to enable national biologists to lead the program.
- The project must include an *ex situ* component. While we highly value *in situ* conservation, research, assessment, and education, our funds are extremely limited and so we must insist that all proposals include an *ex situ* component. Note that *in situ* conservation, research, assessment, and education can be included as valuable components of any good proposal that otherwise **focuses on rescuing species *ex situ*. Check the Species Recommended for *Ex Situ* Rescue report** at http://conservationneeds.org/SpeciesRecommendRescue.aspx for a list of priority species in your country.
- Amphibian husbandry experience. The application should include details of past amphibian husbandry experience, either with the target species, or other amphibians. Please identify which amphibian species you have worked with.
- Field work. As long as your proposal details the *ex situ* components that are already in place, up to 20% of the funds applied for can be used to support the acquisition of founder animals, however priority will go to proposals in which 100% of the funds are directed to the *ex situ* facility. Ideally, our support of your *ex situ* component will help you secure funds for these other components as we tend not to fund components for which other funding could be found. For projects that do not relate to *ex situ* rescues, consider contacting the Amphibian Survival Alliance (www.amphibians.org/contact/).
- Linking with *in situ* partners – all *ex situ* conservation programs should be planned in conjunction with appropriate actions in the field to mitigate threats, rehabilitate suitable habitat for reintroductions or translocations, and protect the habitat into the future. Include information about *in situ* partnerships, collaborators and conservation actions being planned or underway.

- <u>A draft, or completed Species Action Plan for the species</u>, or other planning document which includes reference to the project, specific objectives and timelines for meeting those objectives, must be included. The plan should have been developed by a team of all relevant stakeholders, including those working with the species and/or it's habitat in the wild. Inadequate planning is one of the biggest causes for the failure of amphibian conservation programs, and we expect to see appropriate planning in place prior to a program being implemented. The action plan should include information about major threats to the species, how threats will be mitigated, partnerships with relevant stakeholders, biosecurity, habitat protection, plans for reintroduction of animals back to the wild, post-release monitoring and program exit strategy. A [Species Action Plan template](#) is available on the AArk web site, as are existing [species-specific action plans](#) for reference. Information about species management groups is available on the [AArk web site](#).
- If your proposed program is to work with an analog species prior to working with a related but more threatened species, your proposal should be for the threatened species, and include details about the selected analog.
- <u>Ensuring institution is properly prepared</u>. All start-up grant applications must include a complete copy of the Program Implementation Tool (www.amphibianark.org/program-implementation-tool/) for the target species. The application should address any shortfalls highlighted within the tool.
- <u>Adhering to recommended **biosecurity** standards</u>. Regardless of where the rescue population is held, measures must be taken to isolate it from allopatric (non-overlapping) species that might be in the collection as well as from the original threat (e.g., chytrid), except where a valid scientific argument can be made to the contrary. Please refer to our [recommended biosecurity standards](#) and include details of your biosecurity plan.
- <u>Succession planning</u>. In the event of a change to project structure (ending of partnerships, staff departure, etc), include information about who will receive and continue to care of the animals. What succession plan is in place in the event of a change to project structure?

See Format Guidelines below

Application checklist

☐ Project Outline

☐ Report from Program Implementation Tool for institutions with limited amphibian expertise

☐ Project Outline accepted

☐ Introduction

☐ Methods

☐ Species identified for rescue by CNA

☐ Application is for *ex situ* program

☐ Project is in species' range country

☐ Major threats and *in situ* mitigation efforts identified

☐ Biosecurity protocol included

☐ Budget

☐ Timeline

☐ Action plan in draft or final form attached, *in situ* partners identified if appropriate

☐ Institutional Implementation form attached

☐ Previous amphibian husbandry expertise outlined

☐ Letter of endorsement from someone at an unrelated organization

☐ Letter of institutional support from employer, if representing an organization

Program extension grants

- Applicants need not submit a full grant proposal – please include a short summary of progress during the past year, with a clear statement of how objectives from previous years have been met, any updates to the species action plan, and letters of support from additional funders indicating the level of funding obtained within the last twelve months. To receive a third year of funding applicants should follow the same procedure as for year two.
- Outline methodology, including a succinct description of the proposed work with enough technical detail for evaluation by experienced reviewers.
- Total funding amount requested from Amphibian Ark in US$.
- Budget with distinction between funds requested from AArk and those from other sources, with the latter specified as 'requested' or 'received' and from where. Clearly identify the role of AArk funding as a proportion of overall project cost. All costs should be in US$. Budget should be less than one page. See sample below.
- It is expected that husbandry guidelines and a species action plan have been completed, and these should be included with your application.
- Include a letter of support from a recognized leader in the field who has visited the project within the past six months (AArk staff may be able to help arrange this – please contact us for advice, if needed).

See Format Guidelines below

Application checklist

☐ Introduction

☐ Summary of progress during the previous 1-2 years

☐ Statement of how objectives from previous years have been met

☐ Methods

☐ Budget

☐ Timeline

☐ Letter of support from a recognized leader in the field who has visited the project within the past six months

☐ Any updates to the species action plan

☐ A copy of the husbandry guidelines

☐ Letters of support from additional funders indicating level of funding obtained in last 12 months

Workshop attendance

- Include the name, dates and location of the workshop.
- Outline the funding received or committed to date to attend the workshop.
- Include a summary of the amphibian conservation project you are currently working with, including the species, progress to date, and future plans for the project.
- Describe the benefit of attending the workshop, and how the knowledge gained will be used.

Mentorship grants

- Include the name(s) of the proposed mentor(s), the institution(s) they are from, the expertise they will bring to your project and the length of time of their visit. If you need help to find a suitable mentor, please contact grants@amphibianark.org.
- Outline the support provided to the mentor by the host institution (e.g. provision of accommodation, food, supporting travel costs etc.).
- Methodology, including a succinct description of the proposed work with enough technical detail for evaluation by experienced reviewers.
- Information about the species being managed, and whether it is native to the country the program is based in.

Workshop support grants

- Include the name, dates and location of the workshop, along with the details of the workshop organizer(s).
- Include a list of the instructors or presenters, and their institutional affiliations.
- Include information about the number of expected participants.
- Describe the scope, format, goals and benefits of the workshop, and how the knowledge gained by participants will be used.
- What does the workshop hope to achieve, and what are the proposed outcomes or products of the workshop?
- How will the effectiveness of the workshop in reaching the goals or producing the desired outcomes be evaluated?
- Outline the funding received or committed to date to support the workshop, along with any other funding which has been requested from other organizations. Include a brief income and expenditure budget which shows the breakdown of the workshop costs, including the items for which funding is being requested from AArk.

Format Guidelines for all grants

- Ideally, proposals should be submitted in English or Spanish. AArk staff can help find assistance with other languages – please contact us (grants@amphibianark.org) if you need help.
- The body of the proposal (including content points 1-6 above) must not exceed three pages, excluding budget (≤1 page) and literature cited (≤½ page). Proposals longer than five pages in body length will not be reviewed.
- All materials should be submitted together, as .doc or .pdf files attached to a single e-mail. **File titles should include the name of the grant's principal researcher.** The two supporting letters should be sent as separate files.

8

- Only e-mailed proposals will be accepted. Submit proposals to: Kevin Johnson, Taxon Officer grants@amphibianark.org. All correspondence should have "AArk Conservation Grant Proposal/principal researcher's name" in the subject line.

Requirements from grant recipients

Recipients of AArk grants are required to:

- Bank account details for the institution to be provided to the AArk within two weeks of being notified of grant approval.
- Signed Memorandum of Agreement (MOU) between the director of the recipient institution and the AArk within two weeks of being notified of grant approval. A copy of the MOU can be seen here.
- Supply 3-4 photos of species and/or facilities for announcement of grant winners
- Send a brief progress report (e.g. newsletter article) and photos six months after funding received.
- Produce husbandry guidelines within six months of acquiring animals (using the Amphibian Husbandry Guidelines template). Existing examples are available on the AArk web site for reference.
- Submit a draft (or complete) action plan six months after funding received.
- Send a final progress report twelve months after funding received.

Application submissions

Ideally, grants should be submitted at least one week before the deadline, so they can be reviewed, and returned for alterations if needed. Grants submitted on the due date cannot be modified and will be accepted as is. Applications and inquiries should be directed to grants@amphibianark.org.

Need some help?

AArk staff are available if you need assistance in formulating your proposal. Please do not hesitate to contact us with any questions. Each year several proposals have been rejected due to issues that could have been prevented with a little extra guidance! We also have several past seed grant recipients who are willing to act as mentors, to help with your application - please let us know if you would like us to put you in contact with one of them. Email us at grants@amphibianark.org.

Important dates
Project Outline deadline: 1 April 2023
Applicants notified about review of Project Outlines: 15 April 2023
Grant application deadline: 6 May 2023
Grant decision/notification date: 20 May 2023
Successful applicants must provide bank account details, signed MOU and 3-4 photos of species and/or facilities by: 3 June 2023
Grant payment date: 16 June 2023
Initial progress report and species action plan provided by 1 January 2024
Final progress report, species action plan and husbandry guidelines due 30 June 2024.

We would like to acknowledge the generous support of AArk funders and donors who have helped to establish and support these grants.

Example budget

Budget category	Item/amount (Examples)	Requested from AArk	Other sources/status
Field study	field vehicle rental, fuel, $60/day, 10 days	0	$600 received from ASG
	food: 5 people $20/day, 10 days	0	$1000 received from ASG
	lodging: 5 people, $50/day, 2 days	0	$500 received from ASG
	local guide $30/day, 10 days	0	$300 received from ASG
	PI salary for 14 days	0	$3000 pledged from employer
	10 data loggers, $50/each	0	$500 requested from RWPZ
	$5/Bd swab, $20/test, 20 samples	0	$500 requested from ARAV
***Ex situ* facility**	retrofit existing building	0	$5000 in house
	1st year keeper salary	0	$6000 requested from WCS
	keeper to husbandry workshop	0	$2500 requested from AZA
	Air conditioner	$250	0
	Generator	$1000	0
	Water supply filtering system	$500	0
	Foot baths/solutions, $50	$50	0
	Disposable gloves, $100	$100	0
	supplies for live food culture	$600	0
Field collection	field vehicle rental, fuel, $60/day, 10 days	$600	0
	food: 5 people $20/day, 10 days	$1000	0
	lodging: 5 people, $50/day, 2 days	$500	0
	local guide $20/day, 10 days	$200	0
	PI salary for 14 days	0	$3000 pledged from employer
Education	graphics for display	0	$500 requested from DWCT
	presentations at local schools	0	$1000 requested from DWCT
Threat mitigation	reforestation project	0	$5000 requested from CI
	fish removal	0	$5000 requested from ASG
	trail management	0	$5000 requested from CI
Total		**$4,800**	**$39,400**
Percentage		**11%**	**89%**

Example timeline

Activity	Jul-Sep 2022	Oct-Dec 2022	Jan-Mar 2023	Apr-Jun 2023	Jun - Dec 2023	Jan-Dec 2024
fieldwork	X	X				
development of action plan	X					
construct *ex situ* facility	X	X	X			
field collection			X	X		
education			X	X		
reintroduction					X	
post-release monitoring					X	X

Example institutional letter of support (should be on institutional letterhead)

[*Date*]

To the Amphibian Ark grants review committee,

I, [*insert Director's name and title here*] verify that I have read the application from [*insert grant applicant's name and title here*] for an Amphibian Ark conservation grant to support [*insert project title here*].

[*Include a paragraph about the support already provided by the institution to the project, and how long the applicant has been working at the institution*].

As a senior manager of [*insert organization's name here*], I fully endorse this project, and agree that our institution will support the project over the coming years in the following ways: [*briefly outline how the institution will support this project over the next 2-3 years, including funding, space, staff time etc.*].

Yours sincerely,

[*Name*]
[*Title*]