



Amphibian Ark

Emergency grant guidelines

Limited funding is available throughout the year for emergency situations for past recipients of AArk grants, such as unanticipated major equipment failure in existing *ex situ* programs, or for emergency rescue of wild populations facing imminent threat of extinction etc. Please contact grants@amphibianark.org at any time to discuss an emergency grant.

Guidelines and requirements

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

Grant applications must include:

1. Project title.
2. Names, institutional affiliations, and email addresses of project leaders.
3. Total funding amount requested from Amphibian Ark in US\$.
4. Details of the emergency.
 - If the emergency is a major failure of existing equipment, provide details of the failure, what caused it, what is needed to rectify the problem, and how the problem will be avoided in the future.
 - If the emergency is a species facing immediate risk of extinction, provide details of what led to the threat, whether the situation is reversible in the longer term, and if not, outline the long-term plans for the species. Is there potential future for the species back in the wild? Please stress the conservation significance of the work, including the specific conservation need of all species involved.
5. Budget with distinction between funds requested from AArk and any 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. Funding from the AArk will be made available once all other requested funding has been secured.
6. Timeline of work.
7. Employees representing their organizations must submit a **letter of institutional support** from their employer. This letter is to verify that the employer is aware that the applicant is requesting the emergency grant.
8. Several photos or other evidence of the emergency: if this is a major equipment failure, include photos of the damaged equipment; if it is an emergency rescue, provide recent media evidence or photos.

Format guidelines

- Proposals should be submitted in English.
- The body of the proposal (including content points 1-6 above) must not exceed 2 pages, excluding budget (≤ 1 page). Proposals longer than 2 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 project leader.** The supporting letter should be sent as a separate file.
- Only e-mailed proposals will be accepted. Submit proposals to: Kevin Johnson, Taxon Officer grants@amphibianark.org. All correspondence should have "AArk Emergency Grant Proposal/principal researcher's name" in the subject line.

Requirements from grant recipients

Recipients of AArk emergency grants are required to:

- Send bank account details for the institution and a signed Memorandum of Agreement (MOU) between the director of the recipient institution and the AArk prior to funds being transferred.
- Send a brief progress report on the outcomes of the grant (e.g. newsletter article) and photos within 6 months of receiving the grant.

We would like to acknowledge the generous support of all [AArk funders](#) and [donors](#) who have helped to establish and support these grants.