



The Outdoor Industry
giving back to the outdoors.

How to Apply For Grants

Guidelines:

The Conservation Alliance has strict rules about how you may apply for a grant. Any grant applications not conforming to these procedures will not be considered under any circumstances no matter whether it fits within the guidelines for the type of projects we fund or how worthwhile it may be.

We have these rules to cut down on administrative costs, waste of paper and time and to reduce workload for volunteers assisting us.

When to apply:

You can apply at any time of year but grant applications are considered once a year only during October. To be considered for consideration in October grants must be received by the preceding August 15.

Late applications not considered:

Applications which are even one day late will not be considered until the following year.

However your details will be added to our database and you will be invited to submit an application in the following year.

Pro-forma application:

You must submit your application on our pro-forma. Do not under any circumstances submit any additional material. Applications containing additional material of any type will not be considered. You may get a proforma by contacting our office or by printing out the form from this web site.

Submitting applications:

Applications by mail, fax or email (as an attachment) are all acceptable.

Notification

Successful applicants will generally be notified prior to the end of November and should receive their funding at the same time unless otherwise notified.

Reporting

All recipients of grants are required to submit two reports during the year and to supply (where appropriate) two 8 x 10 photos showing relevant work or subject matter funded by the grant. Reports are:

1. A one page progress report within six months of receiving the grant.
2. A final report of not more than two pages which must be received prior to June 30.

Recipients of grants not fulfilling these requirements will not be eligible to receive any future grants.

Break down of grants into parts

If your project has a number of components which can be funded separately, please list these, particularly if you are applying for a large amount. Your proposal is more likely to be funded if we can establish that it is still viable even if we can't fund the whole project.

Your contribution

We are more likely to fund your project if you can demonstrate funding for part of the project, especially if this comes from your own resources; we feel this demonstrates a higher commitment to the project and indicates you are not just wanting a handout.

Address our criteria (see below)

If your application doesn't address our grants criteria, please don't bother - you will be wasting your time and ours and using up valuable administrative funds.

Capital items

We will fund capital items but you will have to mount a compelling argument.

Commercial products

If the project you are seeking to have funded has commercial potential we will generally give you a loan rather than a grant. This has the advantage of making you think seriously about the viability of the project and allows us to fund more projects.

Budgets

We will not fund applicants that do not provide a realistic budget. Providing a set of obviously arbitrary figures without any rationale is not an acceptable budget

Grants Criteria

Your application should meet most of the following criteria and **MUST** meet all of the first five criteria.

1. Does your project fall within Australia, New Zealand or Asia Pacific region?
2. Does your project contribute in some significant way to protecting wild lands, natural areas or biodiversity?
3. Does your project have regional, national or international significance?
4. Does your project assist in increasing the self reliance of groups (particularly smaller groups)?
5. Does your project address a significant environmental issue?
6. Is your project "cutting edge" (ie, does it do something new or different that will make a difference)?
7. Does your project have the ability to be broadly applicable across the movement (ie, it is a demonstration project)?
8. Does your project fill an urgent need (such as a gap in the movement, an unfilled niche or is it a project which complements existing work)?
9. If you are applying as an individuals how will your project or work make a significant difference to environment campaigns? And are you working in conjunction with another organisation(s)?
10. Why can your project not be funded internally or from other sources?
11. How does your project contribute to averting ongoing environmental problems in the issue area it addresses?
12. Is the project a critical component of an existing campaign?
13. Does Your organisation have a demonstrated track record of achieving good outcomes in a cost effective, well managed way?



The Outdoor Industry
giving back to the outdoors.

July 1998

Dear Friend,

The Conservation Alliance is a fund set up by members of the Outdoor Industry to provide a pool of funds to support worthy environment projects that would otherwise not receive funding.

The Alliance was instigated by well known environmentalists, Chris Harris, Bob Burton and Peter Garrett all of whom are still involved. Chris Harris as the Public Officer, Bob Burton as a member of the Grants Advisory Committee and Peter Garrett as the Trustee.

In our first two years of grants (1996 and 1997) we have funded 20 projects from Australia and New Zealand. The total monies donated so far is in excess of \$30,000 from the 15 member organisations and businesses. Projects in the Pacific are also eligible for funding.

We are aiming to increase our member base this year, so even more money will be available to fund suitable projects. In our newsletter (enclosed) you can read about some projects that received funding last year. If you would like to apply for a grant you may do so on the grant application form enclosed.

Please note that the maximum amount of money that will be donated to a project is \$7,500, however last year we tended to fund more projects with a smaller amount of money (between \$150 and \$3000.) This was so we could spread the available pool of money to benefit the maximum number of people and areas.

Applications for funding close on the 15th August 1998. You should address your application to the Conservation Alliance Grants Committee, PO Box 227, Bangalow NSW 2479 or E-mail it to ca@conalliance.hydra.org.au. Please ensure you provide all the information asked for on the application form. *(Please note, due to an unexpected delay at our end, the deadline for applications has been extended from that stated on our web site).*

These applications will be reviewed by the committee and suitable projects put forward for approval of the Conservation Alliance members. Projects that have received funding will be announced in October 1998.

You may submit more than one application if you have more than one suitable project.

Yours Sincerely,

on behalf of the Conservation Alliance Grants Advisory Committee.



The Outdoor Industry
giving back to the outdoors.

Grant Application Pro Forma

Or check out the Conservation Alliance Web site at
<http://www.hydra.org.au/ca/>

Organisation Details

Name of Organisation : _____

Total Membership (approx.): _____ Number of Staff: _____

Number of Volunteers: _____ Annual Budget: _____

Objectives of the Organisation: _____

Brief History of the Organisation:

If the organisation is a local or small regional organisation, please give the name of a person (or persons) within national or large regional environment organisations who can vouch for your group:

Project Details:

Total Projected Budget Project for which funding is sought:

Amount Sought From Conservation Alliance:

Contacts:

Contact Person: _____

Address: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

