Cape Cod Bird Club

Request for Proposals

CCBC wishes to support conservation efforts relating directly or indirectly to the well-being or protection of birds. In addition to traditional approaches to conservation, we would especially welcome applications directed at promotion of community involvement, particularly that of children. We are seeking organizations which share our goals but need seed money to begin or additional funding to continue.

Grant Amounts: $100 to $1,000 (U.S. dollars)

Requirements: The CCBC expects that:

i. All products or publications (booklets, posters, newsletters, etc.) funded or partially funded by the CCBC should contain a recognition of the Club's contribution.
ii. Progress reports be sent to the Club after 6 and 12 months
iii. On completion of the project, the Club should receive three copies of any publications or products along with a final report including an abstract of 250-500 words and some photos suitable for inclusion in the Club's newsletter.

Deadlines: April 1st each year

Please submit proposals by email to: pbono@prba.com

Format: THE PROPOSAL SHOULD CONTAIN _ALL_ THE FOLLOWING HEADINGS AND SHOULD NOT EXCEED FOUR PAGES

1. **Title**
2. **Project manager** (Give name, contact information and relevant qualifications and experience)
3. **Implementing institution or organization** (Give the name, postal address and url (if any) of the institution sponsoring this project that will manage the funds)
4. **Purpose** (Describe the desired outcome of the project)
5. **Description and Methods** (This should be the heart of your proposal. Give any background you feel is appropriate and describe what you propose to do and what methods you will use).
6. **Timetable** (Give the anticipated times for meeting key stages in the project)
7. **Budget** (Give itemized breakdown of use of funds)
8. **Matching funds or resources** (Give any additional funds or resources available for your use)
9. **Continuity**: (Do you anticipate the project continuing after expiration of the grant? If so, how will it be supported?)