



## 2024 Partnership Grants Application Form

### Application Components Checklist

- I. Application Information
  - II. Project Executive Summary
  - III. Project Partners
  - IV. Project Goal(s)
  - V. Key Project Actions(s)
  - VI. Permits and Compliance
  - VII. Expected Bird Beneficiaries
  - VIII. Expected Project Benefits
  - IX. Expected Project Benefits Summary Table
  - X. Project Budget
- How To Submit



**I. Application Information**

**Date submitted:**

**Project Title:**

**Organization:**

**Organization EIN:**

**Project Location:**

**Conservation Priority Focus Area**

- Coastal Habitats → Hawai'i Wetlands
- Coastal Habitats → Pacific Northwest and Alaska
- Western Forests → Oak and Prairie

**Project Officer** (Lead person responsible for carrying out the project):

Name	
Address	
Phone	
Fax	
Email	

**Financial Officer** (person responsible for signing contracts and financial matters):

Name	
Address	
Phone	
Fax	
Email	



**Funds Summary:**

Amount Requested	\$
Amount of leveraged funds (Cash and in-kind)	\$
Is this proposal currently being considered for funding by other sources?	(yes/no)
Is this a continuing Pacific Birds project? (i.e., has this project been supported in some form by Pacific Birds in the past?)	(yes/no)
Do you give the Pacific Birds permission to share this proposal with other potential funders?	(yes/no)

II. **Project Executive Summary** (in 200 words or less; include main project objectives):

III. **Project Partners** (if applicable):

IV. **Project Goal(s)** (max 200 words)

V. **Key Project Actions(s)** (max 200 words)

VI. **Permits and Compliance**

1. If permits are required for this project, do you have them in hand?
2. If compliance is needed, does this project meet the U.S. Fish and Wildlife [Financial Assistance Award Terms and Conditions](#)?

*Note: The included Project Goals and Actions narrative must provide enough detail so that reviewers are able to determine project compliance with the National Environmental Policy Act, Section 7 of the Endangered Species Act, and Section 106 of the National Historic Preservation Act. For projects conducted on the high seas, the narrative should provide enough detail so that reviewers are able to determine project compliance with Section 7 of the Endangered Species Act. If there are no concerns about any of this legislation, state, "No projected compliance issues."*



**VII. Expected Bird Beneficiaries**

Identify 5-10 bird species (state common and scientific name) expected to benefit from this project. The below lists represent species that would particularly benefit from conservation actions. Contact Pacific Birds staff if you need assistance.

- [Pacific Birds Habitat Joint Venture Coastal Wetlands Strategic Plan, Priority Species \(pg. 29\)](#)
- [Pacific Birds Habitat Joint Venture Strategic Plan for Hawai'i's Wetlands, Priority and Focal species \(pg.10\).](#)
- [Focal, Imperiled, and Priority Oak and Prairie Landbird Species](#)
- [NAWCA Priority Species \(Waterfowl and/or non-waterfowl by BCR\)](#)
- [USFWS Birds of Conservation Concern, 2021 \(USFWS 2021\)](#)
- [Road to Recovery Species Lists](#)

**VIII. Expected Project Benefits and how you will measure success (max 450 words).**

**IX. Expected Project Benefits Summary Table**

(note - projects do not need to provide benefits in all categories)

<b>Task Description</b>	<b>Number</b>	<b>Comments</b>
Total acres protected		
Total acres restored		
Total acres enhanced		
Positions established		
Conservation easements acquired		
Conservation plans developed		
Landowner visits		



Partnering organizations involved		
Meetings/work groups facilitated		
Field tours hosted		
Grant proposals written		
Outreach documents produced		
Technical documents produced—data and maps		
Other		

**X. Project Budget**

Include an itemized table that demonstrates how the requested funds will be spent. Projects with indirect costs of 10% or less are preferred unless a Negotiated Indirect Cost Rate Agreement can be provided. The following is a sample, simplified budget format; your categories may be more detailed and there may be more of them.

***Example of a budget table***

<b>Budget Categories:</b>	<b>Description</b>	<b>Pacific Birds Request</b>	<b>Applicant Contribution</b>	<b>Partner A Contribution (monetary)</b>	<b>Partner B Contribution (in-kind)</b>	<b>Total</b>
Salaries						
Materials						
Travel						
Printing						
Other (specify)						



Indirect costs						
<b>TOTAL</b>						

1. If you receive less than the amount requested, will you be able to proceed with the project, and if so, how will you scale it down?
  
2. If you receive funds, indicate the earliest date by which you will be able to spend the funds and request reimbursement. If you are unable to spend funds by either of the below dates you do not qualify for this grant.  
  
 July 31, 2024  
 July 31, 2025  
 Either deadline is feasible

**How To Submit**

Please submit the completed Partnership Grants Application form as a PDF document by July 1, 2024, no later than 11:59 pm PDT via email with the subject line: *2024 Pacific Birds Partnerships Grants\_APPLICANT ORGANIZATION* to Natalie Myers (Communications and Marketing Coordinator) at natalie\_myers at pacificbirds.org.