

Endangered Species Fund Guidelines

Objectives of the Funding Program

The Canadian Wildlife Federation (CWF) is one of Canada's oldest and largest conservation organizations and represents approximately 300,000 supporters across the country. As a conservation organization CWF is dedicated to creating a lasting legacy of wildlife and wild places for Canadians. It is with these goals in mind that the CWF has created the Endangered Species Fund, which will be used to provide funding for research on the conservation of species at risk in Canada.

Eligibility and Evaluation

Projects must address marine or freshwater species at risk in Canada, particularly those designated by the Committee on the Status of Endangered Wildlife in Canada as at-risk or data deficient. The fund will focus on aquatic species of any taxon, although projects addressing iconic, species at risk that are not aquatic will also be considered.

Projects are evaluated based two criteria; 1) the quality of the science (e.g. clearly stated hypotheses, effective experiments, etc.); and 2) how the research will lead to improved conservation for species at risk. Applications are ranked based on these criteria and funding is allocated accordingly and in relation to the budget for that round of funding. The Conservation Science Department of CWF is responsible for evaluating all applications and making funding decisions.

Applicants must be associated, either directly or through partnership, with a charitable organization such as a non-governmental organization or university. Funds can only be provided to a registered Canadian charitable organization.

Duration

Funding will typically be awarded on an annual basis; however, where a strong need for a longer period of support is demonstrated, funding over multiple years may be awarded.



Application Deadline

NEW

Historically CWF has carried out two grant cycles per year; however due to changes in administering the fund, **there will no longer be a spring funding round**. Please note that hence forth, there will be only a single round for which the deadline is **November 15th** of each year (or the following business day if the 15th falls on a weekend).

Application Format

There is no formal application format for this fund, but clear, concise proposals are greatly appreciated. CWF encourages submitting applications that have been prepared for other granting agencies as long the information listed below is included.

Applications must include the following information:

- a) Contact information of the primary investigator and a brief list of relevant work or publications
- b) The organization's charitable organization number
- c) An abstract (of up to 250 words) summarizing the project
- d) Clear, concise description of the work including:
 - i. Rationale/need for the research
 - ii. Objective / Research Question including project goals
 - iii. Methods, including the study site and anticipated work timelines
 - iv. Expected means of communicating results
 - v. Anticipated benefits to conservation
- e) General budget, including funding from other sources
- f) Amount of funding requested from CWF

Application Submission

Applications must be submitted using the online application system found on CWF's endangered species page: www.cwf-fcf.org/en/conservation/endangered-species.

This requires all applicants to create a profile in order to upload one or more application documents. Once a profile is created, this can be used for subsequent funding rounds.

Conditions of Funding

Upon approval of an award through the Endangered Species Fund, the applicant must sign a contribution agreement which will outline the following:

The applicant is aware that the application which they submitted, and that CWF approved, will act as an agreement between the two parties as to how the project will be carried out and how the funds will be spent. Any significant changes to the timelines,

methods, or use of funds during the project must be brought to the attention of CWF in a timely manner. CWF must also be notified of any delays in the project exceeding 90 days.

Funds awarded must not be used to cover an institution's overhead administrative costs and must be spent as described in the application. Any funds which remain unspent at the end of the project must be returned to CWF.

CWF requires that an acknowledgement of assistance be provided in any presentations, publications, or events, arising out of a project supported by CWF's Endangered Species Fund.

CWF may use the application abstract, a description of the research project and the name of the researcher and their institution in print or electronic publications for promotional or public outreach purposes.

The applicant will work with CWF's communications team to the extent possible to promote the project, provide photos and be available for a written or verbal interview.

Upon completion of the project, CWF requires submission of a final report on the research findings that includes a general report on how the funds were spent.

Upon signing the contribution agreement for a single year project, the applicant will receive 90% of the funds. The remaining 10% will be provided upon submission of the final report.

Upon signing the contribution agreement, for a multi-year project, the applicant will receive 90% of the approved funding for year one of the project. Funding for subsequent years is conditional upon receiving the annual progress report from the previous year. The remaining 10% will be provided upon completion of the project and once the final report has been submitted.

Acknowledgement of Receipt and Notification of Decision

All applicants will receive acknowledgment of receipt of their application via e-mail, as well as a letter of notification of a decision once it is reached. **If you do not receive an email acknowledging receipt of your application within one week of submitting, please contact the conservation department (contact information below).** Great effort is made to communicate the results of evaluations to applicants within 4 weeks of the application deadline. Please do not email CWF with application status inquiries.

Should you have any further questions about your application, or the application process, please contact the Conservation Science Department of the Canadian Wildlife Federation by emailing conservation@cwf-fcf.org or by phone at 1-800-563-9453.