



**The International Association for Bear Research and Management**

**IBA Special Grants Program Application**

**Application Deadline: 15 December 2020 midnight (MST time)**

**Application Requirements:**

- All proposals should be submitted electronically by 15 December 2020 midnight (MST).
- Applications should be formatted in MS Word (no embedded images) or Adobe PDF (embedded images permitted).
- Applicants will receive notice of application status by 15 January 2021.

Applications packets (including references) should be sent electronically to Jennapher Teunissen van Manen at: [jennapher.teunissenvanmanen@bearbiology.org](mailto:jennapher.teunissenvanmanen@bearbiology.org)

**IBA Membership:** Applicants must have a current IBA membership to apply for this grant. To learn more about IBA membership, [visit the IBA website](#) or contact the [IBA Director of Transition](#).

**Format of the Proposal:**

- **Page limits:** Proposal body (the main part) - 4 pages maximum, including the summary budget.
- **Project objectives:** Describe objectives that will be accomplished with requested funds. If pertinent, also describe objectives of larger project of which the proposed project is a component.
- **Project methods:** Describe how requested funds will be used to accomplish objectives.
- **Completion schedule and proposed products from project:** Be specific about months in which products will be accomplished, when progress reports will be submitted to the IBA, and when funds from the IBA need to be received.
- **Additional comments:** Optional section for additional items you think will help the review committee evaluate your proposal. Geographic coordinates are often very helpful.
- **Summary budget:** Follow the pattern of the table below.

Budget Summary		
Year	Amount Requested	Matching Funds

**REQUIRED APPLICATION MATERIAL:**

- **Project Title**
- **Applicant Information:** Names, titles (positions), addresses, agency affiliations, and phone numbers of persons who are principal investigators, cooperators or co-investigators, project supervisors, or clients of products or information being produced.
- **Proposal Summary (300 word limit):** Species, study area, project type (research, species inventory, student stipend or fellowship, information/education, publication financing, facility development, etc.), and prior work accomplished.
- **Project Justification:** Why project is valuable, history of the management or conservation issue, who requires the information/product and how it will be used.
- **Summary Budget:** Amount requested from IBA, year(s) for amount requested, and matching funds.
- **Other attachments:** As needed.
- **References:** Letters from 3 professional references should be emailed to Jennapher Teunissen van Manen. Please include the name of the applicant at the top of each reference letter.
- **Curriculum Vitae:** Applicants should include a C.V. that summarizes the individual’s education and professional experience.
- **Detailed Budget Tables:** Should illustrate how funding will be allocated.

Overall Budget for Calendar Year 2021 (USD)					
Categories*	Requested from IBA	Requested from		Requested from	
	Requested	Requested	Received or committed	Requested	Received or committed
Personal services/wages					
Equipment (durable cost >\$500 USD)					
Supplies and expenses					
Travel					
Data analysis					
Publication costs					
Other (specify)					
<b>TOTALS</b>					

\*The IBA Glen Contreras Memorial Fellowship Grant is comparatively small, and the organization's fund for grants is limited. Consequently, IBA policy is to not pay indirect or overhead costs. Please include as many of the legitimate project costs as possible in the budget. A copy of the IBA policy letter regarding overhead for those who may need it is available upon request.

- **Non-monetary or "in-kind" contributions:** type of contribution, amount or value, source

<b>Non-monetary or "in-kind" contributions</b>				
Type of contribution	Amount or value	Source	Requested	Committed