



# Zoo Miami

## Wildlife Conservation Fund Guidelines

*The Zoo Miami Conservation and Research Fund was established in 1998 to promote efforts toward conservation of wildlife and natural ecosystems throughout the world. Our goal is to assist applicants obtain funding of projects pursuing similar goals.*

- Individual, Governmental or Non-Profit organizations may apply.
- Applications must be submitted in English.
- All submissions must include a contact name, phone number, and email in the event there are any questions regarding this application.
- Award of this grant requires that any animals directly affected by a proposed project must be handled in a humane manner and preferably have procedural IACUC approval.
- If the applicant is an individual subject to U.S. income tax, tax liability may result from award of this grant. Applicants will be responsible for any tax liability (U.S. or foreign) resulting from award of this grant.

**MAXIMUM AWARD** for this grant's period: **\$5,000.00**

Application **DEADLINE: Midnight on June 1<sup>st</sup>, 2024** (must be received at zoo by this date.)

**Electronic submission is preferred to: [Frank.Ridgley@miamidade.gov](mailto:Frank.Ridgley@miamidade.gov)**

Alternative mail application to:

Zoo Miami Wildlife Conservation Fund  
Zoo Miami  
C/O Dr. Frank Ridgley  
12400 SW 152<sup>nd</sup> Street  
Miami, FL 33177-1499  
Phone: (786) 798-4819

### **Checklist of attachments:**

- Resume(s) of principal applicant
- Letters of endorsement (2)
- Non-Profit letter (if applicable)
- Timeline
- Detailed Budget
- Project Description
- Copies of Required Permits
- Description of qualifications for animal/plant handling.



### **Detailed Budget:**

- Itemize expected costs.
- Describe which parts of the overall budget you wish Zoo Miami to fund.
- If you are requesting funds for equipment, what will happen to the equipment when the project is over?
- Please indicate other sources of funding and technical support, and describe any facilities and resources already available to the project.

**Permits:** It is the applicant's responsibility to acquire the proper permits before the work is initiated.

- Does the project require permits? If so, send copies of all required permits.
- Will the project require plant and animal handling/collecting? If so, please list which plants/animals. How many would be handled or collected? List techniques for handling or collecting. What is the intended destination of the collection? List qualifications/experience of personnel performing the above procedures (including any relevant publications.)

### **Conditions of Acceptance**

- Recipient will be required to submit a detailed report upon completion of the project to be reviewed by the Zoo Miami Conservation Committee. The final report must include a financial statement and summary of accomplishments.
- Publications or presentations resulting from Zoo Miami funds must include appropriate acknowledgement formally recognizing Zoo Miami. A copy of any such publication or thesis must be sent to Zoo Miami.
- Zoo Miami has the right to use information from the project in zoo publications and promotions.
- If approved, applicant will be required to sign a liability waiver before receiving award.

I agree to comply with the above conditions of acceptance if Zoo Miami funds the project. I understand that I am responsible for any tax liability that may result from award of this grant.

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Signature

Date