

# BCFO Grant Application



## 1. Terms and Conditions:

- a. All requests, financial or non-financial, must meet one or more of the PURPOSES of the Society as outlined in the Constitution, and as determined by the Directors.
- b. All requests must be submitted via electronic means, clearly stating the purpose and objectives of the project for which the contribution will be used, and must contain sufficient detail so that the nature and extent of the BCFO contributions, financial or non-financial, can be ascertained.
- c. Requests must be sent to the BCFO Education and Conservation Committee c/o the Chair: Charles Helm at [helm.c.w@gmail.com](mailto:helm.c.w@gmail.com)
- d. The support of the BCFO must be acknowledged on all products and accounts of the project.
- e. Grants cannot be used to provide specific hourly wages, although honoraria will be considered. Nor can grants be used to buy capital equipment. Purchase of consumable supplies is acceptable.
- f. Results of the project, or the portion of the project that is being funded by the BCFO, must be described in a final report within 60 days of completion. A few photographs may be included if appropriate.
- g. The final report should contain the following information:
  - outline of the work completed
  - results and achievements
  - any follow-up action needed to assure that the project goals are met
  - written acknowledgement of cash and/or in-kind contributions received from BCFO.
- h. REQUESTS FOR FUNDING MUST BE FOR PROPOSED PROJECTS, NOT FOR THOSE COMPLETED.
- i. APPLICANTS SHOULD BE, OR BE WILLING TO BECOME MEMBERS OF BCFO.

## 2. Proposal Format

- a. Proposal Summary
  - name of organization applying for aid
  - principal applicant's name, mailing address, telephone number, email address, fax number
- b. Proposal Details
  - amount and type of support requested (financial, volunteer or other)
  - objectives, activities and timetable
  - relevance to goals of the BCF
  - community participation, if any
  - intentions for reporting results (i.e., BC BIRDS OR BCFO NEWSLETTER)
  - project budget (salaries/benefits, materials, equipment, travel, other).
- c. PROPOSAL DEADLINES: JANUARY 1, APRIL 1, JULY 1 and OCTOBER 1

---

## **BRITISH COLUMBIA FIELD ORNITHOLOGISTS CONSTITUTION AND BYLAWS**

### *Excerpt*

2. The purposes of the Society are:

- a. To promote the study and enjoyment of wild birds in British Columbia.
- b. To disseminate knowledge and appreciation of birds to our Members and to the general public through the regular publication of a journal and/or a newsletter.
- c. To foster cooperation between amateur and professional ornithologists, and to support ornithological research programs.
- d. To support natural history and conservation efforts to preserve birds and their habitats.