

NCHS HERPETOLOGICAL GRANTS PROGRAM

The North Carolina Herpetological Society (NCHS) presents a small grants program to support herpetological research, conservation, and education projects by members of the NCHS. Grants ranging up to \$1,000 will be awarded on an annual basis, as funding is available. **All applicants must be current NCHS members.** Proposals submitted in proper format will be evaluated by the NCHS Grant Review Committee and forwarded with recommendations to the Executive Council for approval. An effort will be made to select the best projects, while trying to support the efforts of the broadest range of members. If suitable proposals are lacking, less than the total available funds will be awarded. Unused funds will revert to the NCHS Treasury.

Research and conservation projects concerned with Endangered, Threatened, Special Concern, or declining species are encouraged, but other projects will be considered.

Educational projects should address a recognized area of need, and should identify the principal audience to be reached.

Applications will be accepted from individuals only, and only one application per year per member will be accepted. Projects demonstrating good success and a need for continuation may receive additional funding for a maximum project duration of three years. However, alternative funding for project continuations is encouraged. Applications, submitted in triplicate, should include:

- a. Objectives of the project.
- b. Proposed methodology.
- c. Budget for use of requested funds.
- d. Timetable for project activities.
- e. Project location information.
- f. Brief résumé of applicant including address and phone number.
- g. Any cost share involved with the project.
- h. A statement indicating intent to comply with all state and federal laws that may apply to activities or species associated with the project, and intent to follow the guidelines for conducting field research on amphibians and reptiles published jointly by SSAR, HL, and ASIH (copy available on request).

Up to 80% of requested funding can be paid prior to completion of a project at the discretion of the Executive Council. Final payment will be made upon receipt of the final report. If a grantee is unable to complete a project for any reason, unexpended funds must be returned to the NCHS with an explanatory statement. At the discretion of the Executive Council, equipment purchased with grant monies may be retained by the NCHS after completion of project activities.

Project results should be presented to the membership of the NCHS either in the newsletter *NC Herps* or as a program at a Society meeting.

Grant applications should be sent to:

Dan Lockwood (NCHS Grant Review Committee Chair)
112 E Skyhawk Drive
Cary, NC 27513

All applications must be postmarked no later than **15 September 2008**. Applications received after the deadline may not be considered for funding. Notification to grant applicants will be made during the first week of November and successful applicants will be announced at the NCHS Fall Meeting. Grant awards will normally be available on 15 January. An interim grant report is due on 15 August, and the final report is due on 15 March of the following year.

The final written report should include a title page, abstract, introduction, materials and methods, results, discussion, acknowledgments, and literature cited, in that order. The report should be no more than 13 pages unless special circumstances dictate otherwise.

Funding to support this grants program will be set at 30% of the balance of funds in the NCHS Treasury over \$5,000, exclusive of special fund balances, and shall not exceed \$3,000 annually. Monies available for a grant cycle will be determined by July, prior to review of proposals by the Grant Review Committee. Funding level for the NCHS Grant Program is subject to annual review and adjustment at the discretion of the Executive Council.

The Grant Review Committee is appointed by the President of the NCHS. All members of that committee are members of the NCHS, and may not apply for a grant while serving on the committee. Any Executive Council members applying for a grant should abstain from discussions about and voting on the approval of said grant(s) when reviewing the recommendations of the Grant Review Committee.

Current Grant Review Committee: Dan Lockwood (chair), Alvin Braswell, Dave Stephan.

[NOTE: These initial guidelines for the NCHS herpetological grants program were accepted by the Executive Council on 20 February 1994 and amended 8 Jan. 2006.]