

## Guidelines for Applicants

### 1. About This Grant Programme

#### *Times and Dates*

Elephant Family is now operating an annual grant cycle. All new and existing projects who wish to seek funding for work in 2018 need to apply using the attached form. All forms must be sent to [info@elephant-family.org](mailto:info@elephant-family.org) by 9am GMT on 2<sup>nd</sup> October 2017.

#### *Grant Size*

There is no maximum or minimum grant but it is unlikely we will make grants above £100,000 per year. We will consider small grants of £1,000 or more but most of the funds will likely go to larger projects.

#### *How long will we fund for?*

We understand effective work doesn't happen overnight. In this process we can only commit to fund work for up to two years. However longer term projects can reapply in subsequent years provided they can demonstrate clear progress towards the project objectives.

#### *Where will we fund?*

We will fund work which directly aids wild elephant conservation in any of the Asian range states – Bhutan, Cambodia, China, India, Indonesia, Laos, Malaysia, Myanmar, Nepal, Sri Lanka, Thailand, Vietnam.

#### *What will we fund?*

We will consider any work which has a direct benefit to Asian elephants. We are less interested in the nature of the work and more focused on the benefits that work will deliver. If the work also has human or other animal species beneficiaries this is a bonus but not essential. If you are taking an ecosystem wide approach, or a habitat approach tell us why you think elephants will benefit. We will only fund projects which can demonstrate clear measurable benefits within a defined time period of normally 2 to 5 years.

#### *What type of expenses are eligible*

We will fund salaries, capital costs and a reasonable share of overheads. We will also consider land purchase, leasing or licensing.

## *2. About your application*

This is a competitive process. Remember the only information we have about your project is what you tell us. You must make someone who may have never visited your location understand what the issues are, why they are important and what your work will do to improve the situation for Asian elephants. Pictures, maps, reports, press cuttings and quotes are all helpful in making us understand what is great about your project

Tell us: **Who** will do the work, **What** work they will do, **Where** they will do this work, **When** they will do it and **Why** they will do it.

Be specific. Tell your story using numbers, without exaggerating. Numbers are important. For example:- How many elephants protected? How much land restored? How many people saved? How many deaths avoided? How many crops saved? How many people trained?

Don't over promise. No-one can save the world just with Elephant Family funding. What we are looking for is credible projects which can deliver measurable improvements.

If your work will take place on land belonging to someone else tell us about your organisation's relationship with the landowner. If your project needs other people to co-operate with you tell us how you will get this co-operation

Use the form provided. You can make the text boxes as big as you need but do not make your application too long. A typical application might be 10-12 pages plus attachments. No application should exceed 20 pages.

Include a budget for the project and a budget for the organization. They should set out all the main expected sources of income besides Elephant Family and indicate which funding is confirmed.

The best projects have clever ideas which have wider implications than just for a small local population. Great ideas are important, but ineffective without people of real ability to make them happen. To be successful a project has to deliver real measurable change and provide value for money.

### *3. What we will not fund*

1. Work which is not charitable
2. Work which is palliative or does not address an underlying problem
3. Projects that cannot demonstrate how change will be achieved in 2 to 5 years
4. Organisations that cannot demonstrate good management and financial procedures
5. Work that takes place outside of Asian elephant range states
6. Work that primarily benefits captive elephants. We will consider projects to disrupt the capture and trade of wild elephants for tourist work