



# Chicago Ornithological Society

## 2024 Chicago Ornithological Society Doug Anderson MiniGrant Application

Application due via email ([chicagobirder@gmail.com](mailto:chicagobirder@gmail.com)) by February 11, 2024. Please refer to <https://www.chicagobirder.org/anderson-mini-grant> for guidelines and additional information

### I. Contact Information

School/ organization name: \_\_\_\_\_

This is a (check one):

public school

private school

nonprofit org

other (specify) \_\_\_\_\_

Physical address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Mailing address (if different from physical address): \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

School/organization phone: \_\_\_\_\_

School system (if applicable): \_\_\_\_\_

Principal or Executive Director name: \_\_\_\_\_

Principal Contact position/ title: \_\_\_\_\_

Principal Contact email: \_\_\_\_\_

Principal contact ph #: \_\_\_\_\_

Social media:

Handle: \_\_\_\_\_ platform: \_\_\_\_\_

Handle: \_\_\_\_\_ platform: \_\_\_\_\_

Handle: \_\_\_\_\_ platform: \_\_\_\_\_

Application contact:

Name: \_\_\_\_\_

Position/ title: \_\_\_\_\_

If a teacher, which grade(s)/ subject(s) do you teach? \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Previous applications (*not applicable for inaugural year*):

## II. Project details

Tell us about your project

Title: \_\_\_\_\_

Amount requested (not to exceed \$1,000): \_\_\_\_\_

Projected number of students involved in the project: \_\_\_\_\_

Project location/ address: \_\_\_\_\_

1. Executive summary. Describe your project, its goals, its learning objectives and its connection to the aims of the Doug Anderson Grant mission in 50 words or less:

2. Describe the impacts and outcomes of your project. What are the physical, digital, or ephemeral outputs of your project? How will you evaluate the impact of your project?:

3. Is the project replicable, does it have growth potential, or can it be built upon further in the future? Please describe:

4. Provide a timeline for your project including specific dates (eg. prep, start, benchmarks, project completion, revelation durations):

5. Describe how your project is unique and demonstrates creativity:

6. Is there a continued maintenance or upkeep necessary for the project (or product of the project) after its completion? If so, please describe:

7. To what extent will the project be student-driven? Please describe:

8. Does your project inspire local youth to be interested in birds? If so, please describe how:

9. Does the project itself have a specific location (eg. habitat improvement, installation, field study) and where is it located?

10. Describe how your organization and project would benefit from the grant. What other resources do you plan to use for the project?

11. How many student participants are anticipated for your project? What is the target age range or grade level for student involvement?

12. How can COS assist with your project?

### III. Project Budget

*Please describe all expenses for which you are seeking funding from the Douglas C. Anderson Bird Conservation Mini-Grant. If your project requires additional funding, please document how you have secured those funds and the date of funding to be received. Be as specific as possible - if you do not know the precise cost of an item to be purchased please research online and provide a reasonable estimate. You will need to provide sources of where the estimated prices are generated. If you are hiring a contractor or third-party business to assist with the project, you must provide their name, contact number, and cost of services. Regardless of final expenses, the Anderson Mini-Grant will **not** cover costs above the grant amount stipulated in your award letter. Also, remember that the Anderson Mini-Grant will **not** cover salaries, stipends, interpretive programming or indirect costs.*

ITEM	DETAILS	AMOUNT

Please include additional details below as necessary.

#### IV. Authorization

By signing this document, I agree to:

1. Complete my project if funded and to return a completed Mini-Grant report form, a funds received form, and a photo release form to COS via email no later than December 1 of the calendar year 2024;
2. Detail how the grant funds will be acknowledged in presentations and projects;
3. Participate in the COS annual meeting following my project to briefly present the project or allow COS to present my project at the COS annual meeting in the year following my project;
4. Keep and submit receipts for all expenses covered by the grant funds;
5. Provide updates/ statements to COS outlining status of project progress;
6. Reimburse COS for any amount not accounted for by receipts.

*Please note: failure to comply with reporting requirements and deadlines will result in termination of the current grant and disqualification from future grant eligibility.*

Printed name of Mini-Grant application contact: \_\_\_\_\_

Signature of Mini-Grant application contact: \_\_\_\_\_

Date: \_\_\_\_\_

By signing this document, a principal or executive director agrees to:

1. Support this project
2. Ensure that the Mini-Grant recipient completes all agreements listed above
3. Grant permission for any field trips or activities detailed in the application above
4. Be held financially accountable for ensuring funds are applied and used as outlined in this application.

Printed name of principal/ executive director: \_\_\_\_\_

Signature of principal/ executive direction): \_\_\_\_\_

Date: \_\_\_\_\_

IRS employer ID # (EIN): \_\_\_\_\_