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**Proposal Form for Scientific Studies**

Thank you for your interest in Dolphin Quest’s Scientific Studies Program.

Indicate below whether you are applying to the General Science and Conservation Fund or the Conservation of Threatened or Endangered Small Cetaceans Fund. Refer to the Dolphin Quest website at [www.dolphinquest.com](http://www.dolphinquest.com) under Scientific Studies for a description of each fund’s aims along with examples of supported projects. If only applying for in-kind support, check “No Direct Funding Requested.”

General Science and Conservation Fund

Conservation of Threatened or Endangered Small Cetaceans Fund

No Direct Funding Requested (ignore budget section below)

Indicate if you are requesting in-kind participation with our dolphins or Crew Members.

Yes, this proposal requests in-kind participation from Dolphin Quest

No, this proposal does not request in-kind participation from Dolphin Quest

**Application Checklist**

The following documents must be completed and combined into a single PDF and then emailed to [research@dolphinquest.com](mailto:research@dolphinquest.com). Incomplete or late applications will not be accepted.

1. Completed proposal form (this document)
2. Detailed budget
3. Resume/*Curriculum vitae* for each listed investigator (2 pages max per investigator)

**APPLICATION DUE DATE = SEPTEMBER 15**

**Review Process**

Proposals will be reviewed by the Dolphin Quest Research & Grants Committee, composed of Dolphin Quest co-founders and key personnel. In some cases, we seek feedback from outside organizations or individuals.

Proposals will be evaluated based on the following criteria:

* **Significance**
  + For the General Science and Conservation Fund, we evaluate if the project seeks to answer fundamental marine mammal biology questions or addresses conservation challenges through applied approaches
  + For the Conservation of Threatened or Endangered Small Cetaceans Fund, we evaluate the relevance of the project in creating tangible conservation efforts to conserve the most threatened small cetaceans
* **Approach**
  + The sustainability of the methods and techniques used
* **Feasibility**
  + The probability of this project achieving its goals
* **Qualification** 
  + The proficiency of the investigators to carry out the project

**Additional Information**

* Successful applicants may reapply provided they meet all conditions of the prior award
* If the project is conducted in a country where the Principal Investigator is not an established resident, preference will be given to projects that include research partnerships, training, and community outreach within that country
* Early-career researchers are encouraged to coordinate with an established researcher who would serve as co-investigator

**Compliance Standards**

Approved studies are expected to adhere to the following compliance standards, as applicable:

* Wellness checklist for participatory animals in professional care
* Submit invoices, reports, and photo and video contributions of work
* Timely response to all associated correspondence and requests
* Any other requested materials

**Reporting Requirements**

1. **Update Report** 
   * 6 months - 1 page update with photo
2. **Annual Report** 
   * Following December - 2 page annual report
3. **Final Report** 
   * 2 months after project completion - 2 page final report
   * If the project is completed in one year, the final report replaces the annual report

**Important Information**

* All publications and presentations resulting from Dolphin Quest supported work must be submitted to [research@dolphinquest.com](mailto:research@dolphinquest.com) at the time of publishing/presenting.
* All data used for public presentations or publications that include Dolphin Quest dolphins, must reference Dolphin Quest’s science ID numbers rather than individual Dolphin Quest animal names. Contact us at [research@dolphinquest.com](mailto:research@dolphinquest.com) for these numbers if unknown.
* Dolphin Quest may share content describing your study in general terms on its website, social media, and in public programming to educate the public about the important scientific studies supported by Dolphin Quest.
* All content shared by Dolphin Quest with news media or external platforms will be submitted to the Priciple Investigator for prior approval.
* Each Principal Investigator may only submit one proposal per year as the Principal Investigator, although they may be a co-investigator on multiple proposals.
* The Principal Investigator and collaborators may be called upon to provide support for critical marine mammal and/or ocean conservation initiatives in the form of advocacy letters, signed petitions, news media outreach, and/or legislative actions.
* If the project is awarded, each investigator will sign an acknowledment of these grant conditions.
* **Dolphin Quest is only able to accept applicants that qualify as US tax-exempt organizations under section 501(c)(3) of the US Internal Revenue Code, or have a tax-exempt fiscal sponsor – e.g., an international NGO, university, or community foundation with 501(c)(3) status, or are a US-based organization/individual who can produce IRS form W-9. Verify** [**here**](https://apps.irs.gov/app/eos/) **that the applicant/fiscal sponsor has current 501(c)(3) status.**

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| **Principal Investigator** (include graduate degrees after names) | | | | | | | |
| Principal Investigator | |  | | | | Date |  |
| Affiliation | |  | | | | | |
| E-Mail Address | |  | | | Phone Number | |  |
|  | | | | | | | |  | | |
|  | | | | | | | |
| **Additional Investigators and Affiliations** (include graduate degrees after names) | | | | | | | |
| Investigator |  | | Affiliation |  | | | |
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| Investigator |  | | Affiliation |  | | | |
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| **Scientific Study Information** | | | | | | | |  | |

**Project Title**

**Project Summary (150-200 words)**

Provide a project summary for a general audience, using language understandable by non-scientists. Outline the focus, the objectives, the expected outcomes, and the conservation impact or significance of the project. Include species/subspecies.

**Eligibility**

List the organization(s) that would receive the funds if the proposal is selected, and list the organization’s nine-digit 501(c)(3) taxpayer identification number. See ‘Important Information’ above for details.

|  |  |  |  |
| --- | --- | --- | --- |
| Organization |  | Identification Number |  |

**Introduction/Background (800 words max)**

Provide a project introduction including any relevant background information. If this project was previously funded by Dolphin Quest, describe progress made this year. If applying to the Conservation of Threatened or Endangered Small Cetaceans Fund, include the IUCN listed species/population status or justification of threatened status under IUCN’s criteria.

**Objectives (800 words max)**

Include the anticipated outcomes, including the conservation impact of your project.

**Methods (1,200 words max)**

Include the analytical approaches to be used.

**Estimated Start/End Dates and Timeline of Activities (400 words max)**

The project work should start by mid next year and can extend into the following calendar year.

**Dolphin Quest Involvement (300 words max)**

Leave this section blank if not applicable. If seeking in-kind work with dolphins at Dolphin Quest or Crew Members, specify preferred Dolphin Quest location and estimated time involvement by Crew Members and dolphins.

**Permits & IACUC (400 words max)**

Are any permits required for this work? If so, are they in-progress or approved? Any permits will need to be obtained before the proposal is awarded. Does your affiliation/institution require Institutional Animal Care and Use Committee (IACUC) approval for this work? If so, is the IACUC in-progress/approved?

**Outreach/Capacity Building (500 words max)**

Include the proposed capacity building, outreach, education, communication, and/or public engagement activities.

**Budget Justification (400 words max)**

Include a justification of the detailed budget. Describe any other funds available to support the project, and the proposed use of those funds. List each budget item separately and use US dollars. Items may include but are not limited to the following: airfare, lodging, vehicle rental, fuel, per diem, equipment, supplies, services (e.g., lab analyses), and personnel costs. List personnel benefits explicitly. Personnel Fringe Benefits may be included if required by your institution. Salary and Fringe Benefits must total < 50% of the budget. Note that Dolphin Quest will not pay Facilities & Administration (F&A)/Institutional overhead. Because we receive more qualified applications than we can support, in some cases we choose to partially fund projects. Include in the budget justification whether the project can be scaled (i.e., partially funded). If ‘Yes,’ list the highest priority parts of the project/budget. Answering ‘No,’ that the project cannot be scaled and needs to be funded in its entirety to be successful, is perfectly acceptable.

**References/Literature Cited**

**Is this a new or ongoing Dolphin Quest supported project?**

Projects must be listed under the same project title to meet the “ongoing criteria. Write “NEW” or “ONGOING” below. If ongoing, write the year the project was first supported by Dolphin Quest.