



HMANA

Hawk Watch Fund

GRANT APPLICATION

The Hawk Watch Fund Grants Program is intended to provide grants of \$250 to \$1000 to non-profit hawk watch groups for volunteer-based projects that promote the overall goals and objectives of the Hawk Migration Association of North America by supporting the operation of a hawk watch.

INSTRUCTIONS: Read the “Hawk Watch Fund Application Guidelines” before completing this form. Applications should follow the recommended format and be a maximum of 6 pages. Answer all questions (adjust spacing of each section as needed). Electronic applications (in .PDF, .RTF, or Microsoft Word format) are encouraged. Completed applications should be sent to the Fund’s Secretary by email at brown@hmana.org or by regular mail to Julie Brown, HMANA, 151 Antrim Rd., Hancock, NH 03449. Faxed applications are not acceptable. The deadline for receipt of grant applications is **15 February, 2018**. Grant decisions will be announced by April 1, 2018.

SECTION 1. ADDRESS AND CONTACT INFORMATION

Name of organization:			
Name of Hawk Watch			
Street Address:		P.O. Box:	
City:		State/Province:	
Postal Code:			
Telephone:		Fax:	
Email:		Website:	
Does your group have a formal structure (e.g. NGO, Board, committee, Treasurer, etc.)?			
Provide contact information for the person responsible for the application:			
Contact Person’s Name:			
Telephone:		Email:	
Street Address:		P.O. Box:	
City:		State/Province:	
Postal Code:			

SECTION 2. PROJECT INFORMATION

Project Title:		
Project Duration:	Start Date:	Completion Date:
Total Amount Requested from the Hawk Watch Fund:		
Does your Hawk Watch submit data to HawkCount.org?		
Does your Hawk Watch follow a written count protocol ? Attach copy, if available.		
Do members of your group participate in Raptorthon ?		

SECTION 3. PROJECT PROPOSAL

Objectives: Concisely state the aims of this project (i.e. the objectives which a grant, if awarded, will help to achieve).

Introduction and/or background information. Give reasons for undertaking the project, preparatory work already completed, relevant experience, etc.

General Plan and Procedures. Outline your methods for attaining the stated objectives in as much detail as possible. Include a step-by-step description of tasks to be undertaken and a timetable for their completion.

SECTION 4. BUDGET SUMMARY

Provide details of all proposed expenditures. For example, estimated cost of each item of equipment, details and justification of proposed trips included in travel, basis for estimation of living expenditures, give details of requested salaries, etc.

SECTION 5. PROJECT PERSONNEL

Give names, qualifications and relevant experience of project leader(s) and any other key personnel.

How many volunteers will be involved in the project and what role will they play? Will a Hawk Watch Fund grant support volunteer involvement in the project?

Will paid staff be involved in the project? If so, give names and/or position titles and describe what they will do.

SECTION 6. ADDITIONAL INFORMATION

How does this project further the objectives of the HMANA? (See Application Guidelines).

If you have received a grant from HMANA or the Hawk Watch Fund in the past, provide a brief summary report and explain how that contribution furthered HMANA's objectives.

Use this space to include letters of support or any other information you wish to present in support of your application, including information on the structure of your organization and evidence of a long-

term commitment to the hawk watch. Note that the entire application should be no more than 6 pages.