



NATIONAL GEOGRAPHIC SOCIETY GRANT APPLICATION

SAMPLE APPLICATION

Please note: This application is for preparation purposes only and these questions are provided as a reference for developing your proposal. You will be able to view and submit a full application online in early March 2018.

PROJECT DESCRIPTION

PLEASE ENTER THE FOLLOWING INFORMATION ABOUT YOUR PROJECT.

- Title of Project (short, descriptive, and free of jargon)*
- Amount Requested from the National Geographic Society - US\$
- Total Project Budget - US\$
- Project Start Date
- Fieldwork Start Date
- Fieldwork End Date
- Project End Date
- Project/Fieldwork latitude and longitude
- Lens
- Discipline(s)/Field(s) of Study
- Project Summary [Abstract]

PROJECT LEADER INFORMATION

PLEASE ENTER THE FOLLOWING INFORMATION ABOUT THE PERSON WHO WILL BE LEADING THE PROPOSED PROJECT.

The Project Leader must apply for funding in her/his own name. The applicant must be the Project Leader.

Name

- Prefix
- First Name/Given Name
- Middle Initial (please include period after initial)
- Family Name (Surname)
- Address
- Citizenship
- Country (including territories, dependencies, contested territories) of Primary Residency
- If you are a citizen or resident of the United States, please indicate your race/ethnicity.

Contact

- Telephone Number
- Email Address

Biographical Information

- Date of Birth
- Gender Identity
- Current Position or Job title (ex., Professor, Conservationist, Freelance Photographer)
- Department (if applicable)
- Institution (if applicable)
- Discipline of Applicant

Languages

- What is your primary language?
- What other languages, if any, do you use for professional communication?

Educational Background

- Please list your degree(s), starting with the most recently awarded.
- How did you learn about our grant program?*

PROJECT DETAILS

Background and Relevance

Introduce your project, including the gap in knowledge you want to address. Tell us why the topic is important to your field and/or to science more broadly. Review previous work done on this topic, citing relevant literature, and present the theoretical framework for your project (include citations in the Bibliography/Works Cited section below).

Goals and Objectives

What do you plan to accomplish with this project? Present your research question(s) and, if relevant, what hypotheses you will test to answer these questions.

Methodology

Detail and justify the methods you will use to complete your project, noting any special or unusual tools and equipment, as well as the field, lab, analytical, or computational techniques you plan to employ. Make sure to indicate which populations, communities, and/or locations you will target with this project. If appropriate, specify the anticipated sample size.

Results / Expected Outcomes

What are the expected results of your project?

How will your project advance your field of research?

How do you plan to disseminate your results and to whom?

External Capacity Development

If applicable, please describe how your project contributes to the social or professional development of institutions, communities, or other individuals through training, mentoring, education, media outreach, or other methods. Specify who will benefit from your project.

Works Cited

Include any bibliographic information to support the research or scientific evidence you referenced in the Background and Relevance section.

BUDGET DETAILS + GUIDELINES

Category	NGS Funding	Non-NGS Funding	Description/Justification
Airfare	\$ -	\$ -	
Vehicle Rental and Maintenance	\$ -	\$ -	
Other Transportation	\$ -	\$ -	
Lodging	\$ -	\$ -	
Food	\$ -	\$ -	
Equipment & Supplies	\$ -	\$ -	
Applicant and Team Members Compensation	\$ -	\$ -	
Assistants and Consultants Compensation	\$ -	\$ -	
Laboratory Costs	\$ -	\$ -	
Laboratory Tests	\$ -	\$ -	
Institutional Overhead	\$ -	\$ -	
Measurement and Evaluation	\$ -	\$ -	
Miscellaneous	\$ -	\$ -	

Airfare - Please provide the source by which airfare pricing was determined and clearly identify the individuals (by name and project role) for whom airfare is being sought.

Lodging + Food - Please ensure that per diems for lodging and food are comparable for the visiting team and local collaborators. Lodging should cover the cost of adequate, suitable, and moderately priced housing in the respective country. Food should cover the cost of up to three adequate meals per day.

Equipment + Supplies - Non-expendable equipment requests over \$1,000USD should be identified. Please explain how the equipment is integral to the proposed project and not available through other sources of funding.

Applicant + Project Members Compensation - If you or your team members are employed with full-time positions or full-time contracts at any organization, you are not eligible to apply for compensation to supplement salaries for those fully employed individuals. This includes university faculty and classroom teachers on 12-month contracts.

If you or your team members do not receive a full-time salary (e.g., freelance, adjuncts, teachers with 9-month contracts), compensation requests are permitted up to a maximum of 20 percent of the total grant amount requested.

Please explain compensation you have included for yourself and/or team members. Please identify by function and name, and include an explanation of how compensation was determined (e.g., by hourly rate or by task.)

BUDGET DETAILS + GUIDELINES CONT'D

Assistants + Consultants Compensation - Compensation for assistants and consultants (who are NOT considered Project Members) should not represent a significant portion of the budget. Assistants should receive compensation (i.e. stipends) above food and lodging that is consistent with local rates.

Please identify any assistants & consultants by name and project role and include an explanation of how compensation was determined (e.g., by hourly rate or by task).

Laboratory Costs - Certain types of laboratory analysis/tests (e.g., specimen identification) are essential for undertaking the proposed project and may be considered for funding, providing the laboratory work is a logical extension of the fieldwork, and if alternative sources are not available.

Institutional Overhead - Can constitute up to 15% for grants over \$50,000. Not permitted for ECG grants.

Measurement and Evaluation - Can constitute up to 10% of total project budget. Not permitted for ECG grants.

BUDGET - FUNDING FROM OTHER SOURCES

Please list the amounts and types of support already received for this project from individuals or institutions other than the National Geographic Society.

- Funding Source
- Description
- Amount - US\$

Applications now pending with other funding organizations for this work. Please indicate the date by which you expect to receive notification and the total amount requested.

If other applications are listed above, are they alternative to this request to the National Geographic Society?

If "Yes," and an alternative grant is received, you must notify the Society.

TEAM MEMBERS

Provide information for other individuals whose roles are critical to the proposed project, including local collaborator(s) if you are working in a country other than your own. You can include up to five people.

Team Members

- First Name
- Last Name
- E-mail Address
- Citizenship
- Local Collaborator?
- Co-Primary Investigator?
- Team Member project role and skills relevant for carrying out the project.
- Current Institution
- Highest Degree Awarded
- If you or your team members have received previous funding from National Geographic and it has resulted in publications or products please list these projects with the related grants before submitting your application.
- Please list up to five Applicant and Team Member publications or products relevant to this proposed project.
- Please describe any Applicant or Team Member special qualifications, publications, certifications, products, or credentials relevant to this project.

PROJECT LEADER CERTIFICATION ON ETHICAL ISSUES

1. National Geographic Society has zero tolerance for bribery and corruption, and complies with all applicable laws prohibiting such conduct including the U.S. Foreign Corrupt Practices Act and the U.K. Bribery Act. Grantees may not: offer or give anything of value to a government official or any other person as an incentive to, or in exchange or as a reward for, obtaining an improper advantage for National Geographic; or give, offer, solicit or accept anything of value that is intended to induce the recipient to violate his/her duty of loyalty to his/her employer. All licenses, permits and other government permissions or approvals required to carry out a grant must be obtained through the lawful, legitimate process of the country where the grant activity occurs.

- I have read and agree to the above policy.*

2. National Geographic Society complies with all embargoes and sanctions established by the U.S. Department of Treasury Office of Foreign Asset Controls (OFAC). If any work under the proposed grant will be performed in countries including but not limited to Cuba, Iran, Sudan, Syria, North Korea and Crimea, you must consult your legal counsel to ensure that an appropriate general license is available, or a specific license has been obtained, allowing the grant activity to take place. Additionally, the U.S. Department of Commerce must be notified when certain items are exported (including encryption software standard on all computers). You must consult with your legal counsel and comply with all export requirements applicable to the grant work.

- I have read and agree to the above policy.*

By submitting this application, I represent that I am in compliance with the ethical standards and codes of practice for my discipline, and specifically the requirements for projects relating to human or animal subjects. I further agree that I practice the National Geographic Society's internal values including honesty, fairness and transparency . Lastly, I agree that the National Geographic Society may share details about the project at the time of award.

