

## Application form for overseas grant under the 33<sup>rd</sup> term of Pro Natura Fund

Request to: Yusho Aruga, Director General of Pro Natura Foundation Japan

Date of application:    /    /

### 1. PROJECT TITLE

Conservation of endangered species XXX

Title should be simple and easy to understand.

### 2. APPLICANT GROUP

Name of Group	XXX Conservation Group		
Name of Representative Applicant	↓ Choose one ( <del>Prof.</del> , <del>Dr.</del> , <del>Mr./Ms.</del> )    First Name: Pro    Family Name: Natura Nationality:	<p style="border: 1px solid orange; padding: 5px; color: red;">It should be group's name, not the name of university or organization where the applicant belongs to.</p>	
Institution/Organization	Department of Biology , ABC University		
Address	Write down either the applicant's home address or institution's address. Choose either→(Home/Institution)		
Phone No.	(Home)	(Office)	
e-mail	PNFJ uses e-mail to contact you. Please provide your accessible address.	URL	If your group has a website, please write down the website address.
Academic Background and Scholarly Achievements of Representative Applicant	Do not extend the size of this box. If you cannot write whole history, please write some research achievements which are related to this project.		

### 3. TYPE OF PROJECT (Tick one of the following.)

- Conservation of biodiversity     Conservation of land or aquatic area  
 Development of method for conservation     Environmental education     Others

### 4. ABSTRACT OF PROJECT

This project is focusing on the conservation of endangered species XXX by doing research...

State clearly what this group is going to achieve in this project.

Note that the total amount of fund can be different from applied amount, depending on the current exchange rate. Please calculate with the latest current exchange rate in this application form.

### 5. AMOUNT OF SUBSIDY

1,500,000    YEN (US\$ 13,500)    \$1 = ¥111

Information in this application form will be used only for the purpose of judgement, and will not be used for any other purposes. We, Pro Natura Foundation Japan, will deal with private information appropriately with our privacy policy.

# PROJECT PROPOSAL

## 1. OBJECTIVE OF PROJECT

(1) Write down the project concrete goals briefly.

- Investigate the number of XXX in ABC National Park...
- ...

Write down clearly and as precisely as possible.

(2) Write down briefly the importance of this project, in terms of conservation.

XXX is classified as Critically Endangered (CR) species in IUCN Red List. However...

You can enlarge the font size to emphasize the point, but do not enlarge the box size.

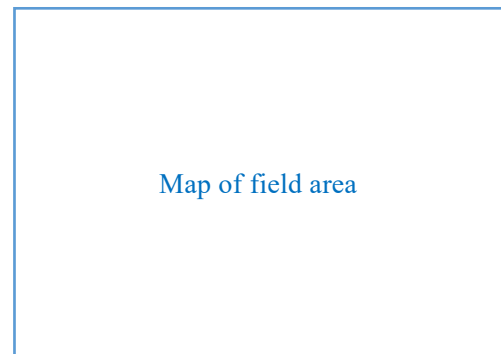
(3) Explain the background issue of this project, and the details about how this project came up.

### NOTE:

- The font size should be bigger than 10 pt.
- There is no limitation of words in each question except (2).
- Figures and photos should be recognizable even when printed in black and white.
- **DO NOT ADD PAGES.**

**(4) Explain where the project area is, by attaching map, picture or illustration.**

4-5 geographic locations from 2,500 m a.s.l to 3,000 m a.s.l...(see the map below)



## 2. METHODS

**(1) Write down briefly the methods to use in this project to achieve the goals.**

Explain what kind of strategy is to be taken, what kind of tools are used, and what kind of analysis is taken in this project.

**(2) Write down the specified request concerning budget planning, if necessary.**

If the expenditure of particular item is quite a lot, please explain the reason.

**(3) Write down the specified mention regarding the member(s) involved in this project.**

Write about the specialty of project members and the role they play in this project.

### NOTE:

- There is no limitation of words in each question.
- You do not need to answer (2) and (3) if not necessary to answer. You can enlarge the space to answer (1) instead.
- **DO NOT ADD PAGES.**

### 3. EXPECTED OUTCOMES

**(1) Write down briefly the expected outcomes of this project.**

**This project will contribute to raise awareness on the importance of....**

You can enlarge the font size to emphasize the point, but do not enlarge the box size.

**(2) Write down more specifically, including how this outcome can be applicable in other research or activity projects in the future.**

Please include the detailed future plan of this project.

## 4. ROADMAP OF THE PROJECT

Mo./YR	Schedule of the project
Oct. 2022	<b>Decision of adoption</b> <b>Submission of the Receipt to the Secretariat of Pro Natura Foundation Japan</b>
Nov.	Field survey
Dec.	
Jan. 2023	
Feb.	
Mar.	<b>Submission of the Interim Report</b>
Apr.	<b>Submission of the Receipt to the Secretariat of Pro Natura Foundation Japan</b>
May.	
Jun.	
Jul.	
Aug.	
Sep.	<b>End of the grant period</b>
Oct.	<b>Submission of the Final Report and the Account Report</b>
Nov. or Dec. 2023	<b>Result Presentation in Tokyo</b>

If a work takes several month, use ↑ to describe it. You can change the height of row or line. Do not add pages.

## 5. PROJECT MEMBERS

POSITION IN THIS PROJECT	NAME	AFFILIATION
<b>Project Leader</b>		
<b>Sub Leader</b>		
<b>Accountant</b>		

Write down Japanese member's name as well. A Japanese member can be a sub leader or an accountant.

## 6. JAPANESE MEMBER

Write down the contact information of a Japanese member.

Title(Prof.,Dr.,Mr./Ms.)	First name	Family name
Institution/Organization and position		
Address		
(Home, Institution)		
Post code	Country	
Telephone no. _____	Mobile phone no. _____	
E-mail address _____		
Academic background (Educational background and Scholarly achievements)		

## 7. ACHIEVEMENTS

List the publication, events and projects related to this application.

a) Name of author (year). Title of publication. Name of journal: page numbers.
b)
c)

Project member's work can be included if it is related to this project.

## 8. STATUS OF OTHER GRANT APPLICATION

Specify the name(s) of organization(s) and the amount(s) of money if you have applied similar project(s) to other organization(s).

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# QUESTIONNAIRE

It is compulsory to answer to this questionnaire. The answers will not affect the judgement.

1. Have you ever applied for Pro Natura Fund? If yes, how many times have you applied for this fund? (Select one of the below)

- Never  once  twice  3 times  More than 4 times

2. Have you ever been adopted to this fund? If yes, how many times have you been adopted? (Select one of the below)

- Never  once  twice  3 times  More than 4 times

3. How did you know about this fund? (Write down in the box.)

4. If you found any problems in Application Procedures or this application form, please write down.

5. If you have any comments to improve this funding program, please write down.

6. If you have any suggestions what kind of environmental issues the Pro Natura Foundation Japan needs to fund in the future, please write down.

THANK YOU FOR YOUR COOPERATION!

## Checklist before final submission

- I answered every question which I need to answer.
- I did not extend entry column and I did not add pages.
- I filled in the questionnaire.
- I filled in the Expenditure Schedule sheet.

**(SAMPLE) Expenditure Schedule (1)**

Title of Project: \_\_\_\_\_

**Amount of Grant**

US\$7,690.00

¥999,700

1\$ = ¥130

**Total YEN Application Amount**

¥1,000,000

Please refer "Expenditure item list"

The total amount will be automatically calculated and shown in the A5 and A6 cells. Please round up the amount less than 1,000 yen. In this case, the total YEN application amount should be ¥1,000,000. so please write down ¥1,000,000 in the A8 cell, and the top page in the application form.

It is converted at the rate of \$ 1 = ¥ 130, but if there is a change in the exchange rate, please change this formula as well.

Expense Item	Detail	Rate	Quantity	Amount(\$)	Amount(¥)
a. Equipments	Camera Traps	\$500.00	4	\$2,000	¥260,000
	Drone	\$1,000.00	1	\$1,000	¥130,000
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$3,000	¥390,000
b. Consumables	Stationary (notebooks and pens)	\$5.00	10	\$50	¥6,500
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$50	¥6,500
c. Commission fee				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$0	¥0
d. Personnel	Wage for field workers (wage \$20/hour*5=\$10/day)	\$10.00	20	\$200	¥26,000
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$200	¥26,000
e. Travelling	Project members' Travel fee (Member A: XX Town to YY Village)	\$100.00	4	\$400	¥52,000
	(Member B: XX Town to YY Village)	\$50.00	4	\$200	¥26,000
	Petrol	\$50.00	20	\$1,000	¥130,000
				\$0	¥0
				\$0	¥0
(Total)				\$1,600	¥208,000
f. Short-travels, telecommunication and transportation	Project members' Travel fee (Member D: inside YY Village)	\$10.00	20	\$200	¥26,000
	(Member E: inside YY Village)	\$8.00	20	\$160	¥20,800
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$360	¥46,800

- Please see "Expenditure item list" carefully.
- You can add lines if not enough. You need to delete some unnecessary lines instead.
- DO NOT ADD PAGES.



### Expenditure Schedule (2)

Expense Item	Detail	Rate	Quantity	Amount	Amount
g. Books and Materials	Books	\$50.00	5	\$250	¥32,500
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$250	¥32,500
h. Printing	Printing of survey data	\$1.00	1000	\$1,000	¥130,000
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$1,000	¥130,000
i. Meeting	Lunch for meeting on [date]	\$10.00	20	\$200	¥26,000
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$200	¥26,000
j. Rent	Analysis tool kit rent	\$100.00	10	\$1,000	¥130,000
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$1,000	¥130,000
k. Others	Bank Transfer fee	\$3.00	10	\$30	¥3,900
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$30	¥3,900
l. Travel expense to attend meeting for presentation of outcomes	(NOT APPLICABLE)			\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
				\$0	¥0
(Total)				\$0	¥0
Total Amount of Expenditure				\$7,690	¥999,700