



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

Please be advised that this document cannot serve as your formal application for DCF funding. Please consider this template a resource to help gather information you will be asked to provide in the Cybergrants online application system.

All template documents (i.e. budget, timeline) are available online, within the Cybergrants application.

- Within Cybergrants, some fields (including your organization name, etc) are unable to be edited and reflect information provided by your organization in your inquiry to the Disney Conservation Fund. If any of this information is incorrect, please email us at Corp.Conservation@disney.com or click the "Need Assistance?" button.
- Pay close attention to character limits as there is no clear indication when you've exceeded the limit
- The text boxes in Cybergrants can be expanded by dragging from the bottom right corner of the text box
- Please double check for typos and grammar, particularly in email addresses and other contact information
- Add @disney.com and @cybergrants.com to your approved senders list or equivalent in your email client to ensure our messages are not rejected by your server or sent to the spam folder
- If you have a question regarding the application process after thoroughly reviewing this document and our [Frequently Asked Questions](#), please contact us at corp.conservation@disney.com or +1-407-761-5327
- For technical issues or questions, please click the "Need Assistance?" link in Cybergrants for support

Charity Information

Please note that information requested is for the nonprofit organization leading this project. All information in this section is required unless otherwise noted.

- **Country**
- **Organization Legal Name**
- **Primary Phone Number**
- **E-mail Address**
- **Website Address**
- **Organization Type**- *Conservation/Environment*
- **Is this a membership organization?** *Yes/no If YES, how many members?*
- **Mission Statement and Goals** (2000 character maximum)
- **Services Provided** (2000 character maximum)- *Please provide a brief description of the services your charity offers.*



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

- **Does at least 75% of this organization's primary focus directly impact at least one of these diverse communities?***- A list will be provided on the website, please select Yes/No and then select which apply. (This information is for reporting purposes only. It does not affect the contribution decision-making process.)
- **Ethnic Groups Served***- Group categories will be provided on the website. Enter whole numbers only, total must equal 100%.
- **Population/Demographic Served***- A list will be provided on the website, please select all that apply from the list provided.
- **If you have an Advisory Board, please list their names.** If none, please type "None" in the text box field provided on the website.
- **If you have a Board, please list their names.** If none, please type "None" in the text box field provided on the website.
- **Name and title organization's lead executive**
- **Email address of Executive Director, CEO, Principal or Other Lead Executive**
- **Are there any Board Members of The Walt Disney Company affiliated with your organization?**
 - Please visit the link for a current list of The Walt Disney Company Board Members: [Click Here](#)
- **Please list names of any Disney, ABC, ESPN, or National Geographic employees currently serving your organization as board members, executive officers or with any significant affiliation.** If none, please type "None" in the text box field provided on the website and click the "Add to List" button.
- **Please describe their involvement.**
- **Employee Benefit- Conflict of Interest Statement:** would any current or past employee of Disney, ABC, or ESPN receive any direct benefit (monetary, tangible or otherwise) as a result of a donation to this charitable organization?
- **If a current or past employee will benefit, please provide the employee's name and explain benefit.** (2000 character maximum)
- **Government Officials-** Are any government officials or employees on your organizations board of directors or directly involved with the organization?
 - **If yes, please list the name(s) and position(s) of the official(s)/employee(s), and the affiliated government organization(s).** Please do not use commas, periods or special characters such as #, \$, &, @, etc. Example: Joe Smith State Governor
- **Optional documents, please provide if available (Not required unless specifically requested):**
 - Audited Financial Statement/IRS Form 990 (US only)
 - IRS 501(c)3 Determination Letter (U.S. only)
 - Annual Budget
 - Anti-Discrimination Statement
 - Annual Report



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

Payment and Project Information

Payment & Delivery Information

All information in this section is required.

- **Terms & Conditions** Should your organization be approved to receive a contribution from Disney, you will receive and be asked to comply with our [Disney Gift Standard Terms and Conditions](#). There will be a check box in the application to confirm you (and your Legal team as relevant) have reviewed and agree to these Terms.
- **Payment Information** (If awarded funding this year, Disney will provide your grant via direct electronic payment.) Please download and complete the relevant form, and include bank details for the organization to be paid in association with this application. You may leave the "SAP Vendor Number" field blank. Please be sure to include a remittance (notification) email address for the person within your organization who should be notified when an electronic payment has been made to your account, and be sure to sign and date the form. Please upload completed form, do not mail.

The following forms will be available within Cybergrants for download:

[ACH Authorization Form](#) (US organizations and organizations using US funding intermediaries, only) // OR // [Wire Transfer Authorization Form](#) (Non-US organizations requesting direct payment, only)

- **Is your organization a registered US 501(c)3 nonprofit?**
 - **If YES**, please upload a PDF of your organization's W-9 form (PDF, 2018 or newer)
 - **If NO**, will you use a US 501(c)3 nonprofit intermediary to forward funds in the event you receive a grant? **If YES:**
 - **Intermediary Approval** Checking the box confirms that the U.S. organization that you are submitting this application with has agreed to act as the intermediary.
 - **Name of US 501(c)3 nonprofit that will act as your intermediary** if funding is awarded
 - **Tax ID** of US 501(c)3 nonprofit that will act as your intermediary
 - **Intermediary Approver Name** Please provide the name of the person who has approved you to use this US organization as an intermediary.
 - **Intermediary Approver Email** Please provide the email address of the person who has approved you to use this US organization as an intermediary.
 - **Please upload a copy of the US 501(c)3 organization's W-9 form** (PDF, 2018 or newer)
 - **If NO**, (Non-US 501(c)3 organizations not using an intermediary):
NGOsource Survey: Non-US organizations requesting direct payment (not using a US 501(c)3 nonprofit intermediary) may be asked to complete an NGOsource application in June/July 2021. Additional details will be provided at that time as relevant to the review process.

Disney is working with NGOsource to streamline international grantmaking and evaluate whether a non-U.S. organization is the equivalent of a U.S. public charity — a process known as equivalency determination or ED. Organizations that have received ED through NGOsource have cited benefits including increased credibility, visibility with funders and opportunities for cross-border philanthropy. Learn more about [how this process works](#).

- **Delivery Organization Name**



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

- **Delivery Address** (Must be a **street** address conducive to receiving packages. **No P.O. Boxes**)
- **Delivery Contact First, Last Name**
- **Email Address(es)** If multiple people should be notified if you are awarded (e.g. a finance office contact, an administration officer, etc.) please include each of their email addresses separated by a semicolon. Please check for typos.
- **Phone Number**
- If delivery address provided is different from that of the registered 501(c)3 charitable organization making the request, please indicate the reason why.

Project Specific Details

Please complete the following sections considering **the audience this specific project serves**. This information is for reporting purposes only. It does not affect the contribution decision-making process.

- **Please check the following boxes to indicate the Field Conservation category/categories that best describe(s) your project.** Check all that apply from list on website.
- **Connecting youth and families with nature** Does your project have objectives focused on connecting youth with nature? (You will be able to choose from a drop down menu with the options of: Yes or No)
- **Volunteer Opportunities** (If there are opportunities for Disney employees to meaningfully contribute to your program through volunteering, please share in this section. Maximum 4000 character limit.)
- **Diversity and Inclusion** The Walt Disney Company prioritizes equity, diversity and inclusion across its businesses and has committed to allocating at least 50 percent of charitable giving to programs that directly impact diverse communities. Please share how your project supports vulnerable or underrepresented communities where you work, including: how you identify and define such audiences in your region, and how you approach equity and inclusion for these audiences within your processes and programs? (Maximum 5000 character limit.)

Request Information

The following sections refer to the organization completing the work. All information in this section is required unless otherwise noted. **All document uploads must be in PDF format.**

- **Project Title** (Please enter the name of the project, using standard capitalization. Maximum 5 words)
- **Project Description** (A concise description of your project that you would want us to use to summarize your work should we provide funding. Maximum 500 character limit)
- **Requested Cash Amount** (Please enter valid dollar amounts only up to \$50,000 and round requests to the nearest \$100.) While the DCF prefers to fund comprehensive conservation programs, funding requested from Disney does not need to cover every piece of the project. Please note if funded, this will be a two-year grant.
- **Primary Country Where Project Takes Place** (A drop down list will be provided)
- **Project State(s)** (For U.S. based programs, please select the state(s) where project is taking place. If the project is located outside of the U.S., select "Not Applicable")
- **Project City** (or nearest city)
- **Geographical Coordinates** (Provide the geographical coordinates of the project site (i.e. latitude and longitude in the



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

following format: 28.358140, -81.586221))

- **Geographic Region** (*Identify which geographic region your project takes place in*) **NOTES:** Projects taking place in freshwater, freshwater species, and partially/primarily land-based species like frogs, sea birds, etc. should be categorized in their nearest land-based region. All other marine species such as corals, marine mammals, and saltwater fish should be classified as "MARINE". Islands such as The Bahamas are considered "Central/South America".
- **Species (Common Name)** (*Common name of species targeted*)
- **Species (Scientific Name)** (*Scientific name of species targeted*)
- **Animal Group** (*Choose the option that most closely represents your focus animal group*)
- **IUCN Species Status** (*A drop down list of available options will be provided*)
- **Local Species Status** (*If relevant, please provide the state and/or federal designated status of your focal species if different from the IUCN status*)
- **Principal Investigator Name**
- **University Department** (*if relevant*)
- **Principal Investigator Confirmation** (*Is your Principal Investigator on the staff of an Association of Zoos and Aquariums (AZA)-accredited institution?*) **If yes**, please confirm the primary investigator does NOT hold a curatorial, veterinary, or supervisory role related to the captive collection at his/her accredited institution (*per DCF eligibility guidelines*).
- **Primary Project Personnel** (*List project personnel/organization and their role, identifying responsibilities for research, education, animal welfare and conservation impact: Name, organization if applicable, responsibilities. Maximum 3000 character limit*)
- **Partners** (*List any organizations or partners you are working with on this program. Where relevant, please describe partners' involvement in the project activities you describe below. Maximum 1500 character limit*)
- **Project Start Date, Project End Date** (*Note: Funding, if awarded, will support activities from October 2022- October 2024*)
- **Previous Project Funding?** (*Was this project funded previously by the DCF?*)
 - **If YES**, in what years has this project been funded by the DCF? (*List years by funded project timeframes e.g., 2012-2013, 2015-2016 or 2007-2017*)
 - **If YES, briefly** share any key accomplishments and challenges since your previous DCF grant, and describe how another grant would advance your program in a way that is different/evolved from your previous proposal? (*Maximum 2000 character limit*)
 - **If YES**, please confirm all required reports have been submitted, or an extension has been formally approved by the DCF team.* Please upload a copy of your most recently submitted progress report or final report for this project.
 - We are asking for a copy of your most recent report to additionally be uploaded with this application for reviewers' reference. To meet reporting requirements, progress and final reports are required to be uploaded to Cybergrants under the initially funded application by the report due date. *To review past or outstanding reports, log into Cybergrants and scroll to the bottom of the Welcome page to review the "Proposals Requiring Action" section. *Note, if another member of your team submitted a proposal, reports will only be visible by logging into Cybergrants under that team member's login*



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

credentials. If you are associated with multiple organizations within Cybergrants, reports will be visible under the organization record containing the funded proposal. If there have been staffing changes within your organization or you cannot locate where to submit reports, please contact the DCF team for assistance at Corp.Conservation@disney.com.

- **If NO, References** Please provide the name and email addresses of three references or partners. References should be individuals who are not directly involved in the project, but who can speak to the importance of the project and the qualifications of the applicant. The DCF team may contact references for additional information.

- **Project Funding Years** Has this program been funded for 10 or more years by the Disney Conservation Fund? Yes/No. If YES: *Please note, programs that have been funded for 10+ years by the DCF are eligible for consideration, but will be reviewed against additional criteria due to the long-term nature of the relationship and support. A program that falls into this category will be ranked most favorably if it can demonstrate it is advancing conservation impact, leveraging storytelling opportunities and offering inspiration for Disney employees.*

- **10+ Year Grantee Impact** (5000 character maximum) Please summarize the impact your program has had during the time Disney has supported it, and describe how it continues to evolve in terms of collaboration, scientific rigor, measurable impact for species/habitats and attitude/behavior change of relevant stakeholders. *A program that will rank most favorably:*
 - *Continually demonstrates a high level of collaboration, and has demonstrated/is measuring attitude and behavior change of stakeholders most relevant to reducing critical threats*
 - *Continually demonstrates urgency and need for the work, as well as positive impact on the target species/population*
 - *Has developed and described a strong strategic plan and continually demonstrates adaptive management, scientific rigor, effective evaluation and project management (including efficient use of funding and consistent delivery of quality reports by deadlines)*
- **10+ Year Grantee Storytelling** (5000 character maximum) Please summarize the storytelling opportunities your program has created, led or leveraged during the time Disney has supported it, and share any plans to publish articles/interviews highlighting the successes of this work in the next two years. Please also upload a list of recent publications/media links within the “publications” field below that highlight accomplishments of this program, or have resulted from your research. *A program that will rank most favorably:*
 - *Strongly aligns with Disney’s business priorities (focuses on a Disney priority species/region)*
 - *Has published or can share a plan to publish at least one article/interview about Disney’s support and accomplishments to date (blog post, news article in a respected publication, interview, etc)*
 - *Consistently shares communications materials with Disney for review prior to distribution, and shares links/copies when published*
 - *Has submitted or can share a plan to submit at least 10 new, high-resolution photos and/or video assets annually representing work completed with Disney support that are approved for Disney’s use in telling the story of this program*
 - *Frequently shares program updates and photos*

- **10+ Year Grantee Cast Inspiration** (5000 character maximum) Our Disney employees are passionate about the conservation programs we support, and also helping to bring inspiration to families around the world through



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

volunteerism. Please summarize the opportunities your program has offered or can offer to provide inspirational presentations or program updates to our Disney employees (in-person or virtual), and/or enable Disney employees to meaningfully engage with your program and contribute their time/expertise to further advance your project goals. *A program that will rank most favorably:*

- *Has provided or can share a plan to provide at least one virtual presentation to the Disney team annually (timing flexible based on both organizations' schedules and capacity)*
- *Has provided or can share a plan to provide annual opportunities for Disney Cast to meaningfully volunteer or engage with the program (distance or in-person)*

- **Conservation Program Summary** *(The goal of the Disney Conservation Fund is to support long-term holistic conservation programs which include working with local people, decision-makers, and communities for lasting sustainability. The focus is on comprehensive conservation programs rather than short-term research projects. Maximum 5000 character limit)*
 - Provide a narrative of your comprehensive program (long-term efforts/initiatives) that includes the background or need for this program, the specific threats the program hopes to address, the scope and goals of the program, how this program contributes to the conservation of species and/or habitats, and how it incorporates field research and community conservation education to attain your conservation objectives. *(Please be aware that DCF review committee members can change from year to year. For the benefit of new committee members, please be sure to provide adequate background/history of your program within your application, even if the program has submitted a proposal previously.)*
 - Then, state the specific project (shorter-term efforts/initiatives) scope and goals you are asking Disney to fund over the next two years *(work to be done in October 2021 - October 2023)*.
- **Field Research Objectives** Define the specific objectives as they relate to field research for this proposal. *(Maximum 1500 character limit)*
- **Field Research Strategies and Evaluation** Describe your research strategies for work to be done over the next two years, including information such as specific activities, sample sizes, statistical analysis, and the feasibility of attaining objectives with proposed activities/methods. Be sure to describe your planned evaluation activities for measuring the success of your stated strategies. Also mention any permits you hold or plan to attain to complete this work. If partners are involved, please describe their role. *(Maximum 10000 character limit)*
- **Animal Welfare** *(For background on the guidelines related to animal welfare that we refer to visit: [Click Here](#). For background on Disney's policy regarding animals in entertainment and portrayal of animals, [Click Here](#).) Generally, DCF does not provide funding for removal or eradication of invasive/non-native species other than plants. While we allow for such methods to be part of the overall program given the welfare methodology, DCF funds should not be directed to these components. If your project involves invasive species removal/eradication, please provide detailed information here for those methods.*

If an animal is to be sampled, manipulated, captured, restrained, remotely biopsied/tagged, etc. where applicable, please describe:

- The potential health/safety/psychological risks for animals involved in the study;
- Your monitoring system for health/safety and psychological well-being for this study including:
 - Behavioral observation to determine effects of interaction;



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

- Capture/restraint techniques to minimize stress and the potential for physical injury or psychological harm;
- Immobilization/anesthesia techniques, identifying a specific veterinarian or other trained professional;
- Anesthetic/analgesic administration techniques to minimize exposure to noxious stimuli and presumptive effects where appropriate;
- Under what conditions would a subject be removed from the study?
- The final disposition of subjects at the completion of the study (e.g. returned to human care, released into the wild, euthanized, etc.)

Animal welfare is of utmost importance and failure to provide sufficient information in this section may result in disqualification of this proposal. (Maximum 3000 character limit)

- **Education and Outreach Objectives** Define the specific objectives as they relate to conservation education and outreach for this proposal. *(Maximum 1500 character limit)*
- **Education and Outreach Strategies and Evaluation** Describe your education and outreach strategies for work to be done over the next two years, including information such as specific activities, learning tools, target audience, sample sizes, statistical analysis, and the feasibility of attaining objectives with proposed activities/methods. Be sure to describe evaluation activities, along with plans to respond to those findings. If partners are involved, please describe their role. *(Maximum 10000 character limit)*
- **Applied Conservation Objectives** Define the specific objectives as they relate to the work you are proposing to address the specific threats mentioned in the Conservation Summary. For example this would include community economic or incentive programs. *(Maximum 1500 character limit)*
- **Applied Conservation Strategies and Evaluation** Describe your conservation methods for work to be done over the next two years, including information about specific activities to affect conservation change such as: local stakeholder involvement, community incentive programs, influencing decision makers (locally, regionally and/or internationally), statistical analysis, and the feasibility of attaining objectives with proposed activities/methods. Be sure to describe evaluation activities for measuring the success of your stated strategies, along with plans to adapt to those findings. If partners are involved, please describe their role. *(Maximum 10000 character limit)*

Project Outcome	Target Value
Number of animals in project focal area over baseline (population increase over one year, if applicable)	
Number of animals reintroduced into the wild	
Number of acres protected over baseline (acres)	
Number of people reached by conservation messaging	



Inspiring Action Grant Application Preview 2021

Due: February 18, 2022 11:59PM EST (UTC -5:00)

Number of people engaged through community conservation outreach programming	
Number of people who have taken action to protect threatened species or habitats based on their experience (through your programming)	
<i>(Add up to five additional metrics relevant to your project.)</i>	

- Project Outcomes** Tell us your estimated outcomes for the next two years' work by completing the following fields. Unless otherwise stated, each metric refers to outcomes you aim to accomplish through your strategies over the next two years, understanding they may be incremental. First are suggested options, but up to five (5) additional custom metrics can be added if relevant to your project, such as threat reduction outcomes and other indicators of progress towards your goals (be sure to include unit of measurement). You will be asked to state your performance against these objectives in your final report. **A MINIMUM OF FIVE (5) METRICS MUST BE SUBMITTED.**
- Social Media Pages** *(Please provide your organization/project social media pages (e.g. Facebook, Twitter, Instagram). If you have none please type 'none'.)*
- Photo Upload** *(Upload one (1) .jpg or .pdf photo representing the project species or habitat that may be used in DCF publications, websites, social media etc.)* By uploading this photo, you certify that you or your organization hold all rights in and to this photo and that it does not violate Section 10 of the [Disney Standard Terms and Conditions](#).
- Timetable** Using the template found near the end of the Cybergrants application, please prepare an outline timetable for data collection and analysis. Note: Funding, if awarded, will support activities from October 2020-October 2022. *(This file must be uploaded in PDF format.)*
- Budget** Using the template found near the end of the Cybergrants application, please provide a detailed project budget with justifications for the two-year cycle. Funding requested from Disney should not exceed \$50,000 and can be allocated however best meets your needs over the next two years (i.e. \$25K in each year; \$30K in first year, \$20K in second; etc.) Please round total request to the nearest \$100 US, and ensure sure this amount matches the "Requested Cash Amount". Indirect Costs including fringe benefits, admin fees, and other overhead should not exceed more than 10% of the grant total not to exceed 10%. Preference is given to funding in-country expenses rather than airfare and salary, but these other expenses will be considered with appropriate justification. Please ensure that any item referred to in the budget is mentioned somewhere in the application Strategies sections. *(This file must be uploaded in PDF format.)*
- Literature Cited** *(If referencing other scientific work in your proposal please include relevant literature citations here in alphabetical order. Maximum 10000 character limit)*
- Background** *(Please upload the curriculum vitae of the Principal Investigator (PI) and the Co-PI. Please do not upload more than 5 relevant publications authored for each person.)*