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New England Biolabs Foundation

Instructions

Please provide brief responses to the letter-of-inquiry (LOI) questions below. **In most cases, two or three sentences should suffice.** You will be given an opportunity to expand upon your responses in the proposal stage should you be invited to submit a full proposal to us.

Please note that you can save your work as a draft and return to work on it later by logging back in following the link on our website.

Please contact us at info@nebf.org with any questions or comments. We welcome your feedback!

Organizational Information

Previous NEBF Grants Received*

Please indicate if your organization has received grant support from us previously. If so, please also note year(s) and grant amount(s) going back five years.

Character Limit: 250

Year Founded*

Please provide the year your organization received its nonprofit certification from the appropriate government agency.

Character Limit: 250

Mission Statement*

What is your organization's mission statement?

Character Limit: 1000

Organizational Background*

Please tell us briefly about your organization's history, recent achievements, and current programs.

Character Limit: 2000

Total Organizational Expenses*

Please enter, in US dollars, your organization's total operating expenses for the most recently completed fiscal year.

Character Limit: 20

Project Information

Project Name*

Character Limit: 200

Thematic Area(s)*

Please select (**up to three**) thematic areas of interest to our foundation that are addressed by your project.

Choices

Conserving biological diversity (terrestrial and marine)
 Sustaining cultural diversity (e.g., linguistic diversity and knowledge systems and practices)
 Maintaining ecosystem services (e.g., water, soil, and carbon sequestration)
 Supporting food sovereignty and economic vitality of local communities
 Sustaining healthy reefs and marine fisheries
 Artistic expression (Local U.S. applicants only)

Project Country*

Please select project country or countries.

Choices

Belize
 Bolivia
 Cameroon
 Ecuador
 Ghana
 Guatemala
 Honduras
 Nicaragua
 Peru
 North Shore of Massachusetts, USA
 Other (By prior invitation by NEBF staff only)

Project Geography*

Please select applicable project geography or geographies.

Choices

Coastal landscapes/seascapes of Belize, Guatemala, and Honduras within the Gulf of Honduras
 Southern Pacific coast of Nicaragua, including Lake Nicaragua
 Northern Caribbean coast within Nicaragua's North Atlantic Autonomous Region
 Sacred Valley of the Incas, extending from Ollantaytambo to Pisac in the Southern Andes of Peru
 The portion of the Bolivian Altiplano extending from Lake Titicaca to Lake Poopó and beyond to Sucre
 Andes-Amazon Basin of Ecuador and Peru
 Weto Landscape /Togo Plateau in the southern part of the Togo-Atakora Mountains in Ghana
 Black Volta Basin in the Upper West region of Ghana
 Highland landscapes of Southwest Cameroon
 North Shore of Massachusetts, USA

Other (By prior invitation by NEBF staff only)

Amount Requested from New England Biolabs Foundation*

Please enter, in US dollars, the amount you are seeking from us. (International grants range from \$5,000 to \$15,000 and local grants range from \$4,000 to \$10,000. Please note that first-time applicants are unlikely to be considered for the maximum amount.)

Character Limit: 20

Total Project Budget*

Please enter, in US dollars, the total annual budget for the proposed project.

Character Limit: 20

Project Summary*

Please provide a concise summary of the project for which you seek our support. Based on the thematic area(s) you selected above, please describe the problem(s) you are addressing, the activities that you plan to undertake, and the outcomes that you anticipate.

Character Limit: 2500

Landscape and Communities Involved*

Where will you conduct the project? Please tell us about the landscape or seascape where you will be working and the communities involved. How will community members guide, participate in, and benefit from the project?

Character Limit: 3000

Problem Statement*

Please tell us about the biological and cultural diversity that your proposed project seeks to [protect or conserve]? What are the principal threats to these resources in your project area? If you are a local applicant seeking support under the thematic area of artistic expression, please tell us about opportunities, challenges, or issues that your project seeks to address.

Character Limit: 4000

Project Objectives*

Through this project, what do you hope to achieve in the next year? What are your goals over the longer term?

Character Limit: 2000

Time Frame*

How long will it take to carry out the project? When do you anticipate starting and ending the activities for which you are seeking support from us?

Character Limit: 500

Project Team*

Who will be conducting the project on behalf of your organization? Please describe key community members and partner organizations involved in project implementation. How does the experience of your organization position it to conduct this project?

Character Limit: 2500

Budget Narrative*

Please provide a brief summary of your project budget, indicating (a) the types of expenses for which you seek our support and (b) other sources of support, including in-kind support. Please note that we prefer to fund projects that have significant counterpart support from other sources.

Character Limit: 1500

*Internal Use Only***Special Instructions***

Character Limit: 1500