

**Gesellschaft für Fleischfressende Pflanzen im  
deutschsprachigen Raum G.F.P.-e.V.**

**President:**

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### **Grant proposal preparation guidelines**

The grant proposal should contain a cover page and

- a summary of preliminary work and state of the art
- the project description
- prerequisites for the proposed project
- a detailed summary how the grant will be utilized
- information about cooperation partners (if applicable)
- a separate summary on two slides for overhead presentation

The **cover page** should include:

- Name, institutional address and contact data of the main applicant.
- Title of the project
- Short summary of the proposed project (max. 1000 characters including spaces).

#### **Preliminary work and state of the art:**

Describe briefly your institution and its aims and in how far it is connected to carnivorous plants (maximum 4000 characters including spaces).

#### **Project description:**

Line out briefly and concise the goals of habitat conservation measurements you intend to use the fund for. Note that your project needs to imply a direct link to carnivorous plants.

#### **Prerequisites:**

List all prerequisites needed and/or already available for the proposed project, i.e. available equipment, contribution of the applicant's institution etc.

Note that administrative requirements and permits for your project must be obtained before application.

Proposed projects based only on declarations of intend cannot be funded.

#### **Grant utilization:**

Describe precisely for which kind of investments you want to use the grant including

the estimated costs for each position. No restrictions are made by the G.F.P. except that the utilization is strictly limited to the proposed project and that the project has to have a direct link to carnivorous plants.

The habitat conservation fund can be used for the acquisition of land, acquisition of material, equipment for maintenance, costs for approval procedures (i.e. in application procedures to obtain protected area or national park status), salaries for temporary staff etc.

Running costs and salaries of permanent staff cannot be funded.

At the end of the project duration, a detailed financial settlement has to be provided.

**Collaboration partners:**

Name collaboration partners/institutions within the proposed project (if applicable).

**Illustrated proposal**

Please provide a separate illustrated summary of your proposal on two slides for overhead presentation (pptx and/or pdf format).

These slides will be used to present the project to the G.F.P. board assembly.