



Frequently Asked Questions

CRITERIA

- What criteria are used to evaluate each proposal?
- What are the priority considerations for the Disney Worldwide Conservation Fund?

TIMELINE

- What is the timeline for DWCF funding?
- When is the application due?

ELIGIBILITY AND APPLICATIONS

- How do I receive an invitation to apply?
- Are individuals, universities and government agencies eligible?
- What if I am a student and want to apply?
- Are organizations outside the US eligible?
- Are zoological institutions and aquariums eligible?
- Can I submit more than one proposal?
- Do you support multi-year proposals?
- What do I do if I submitted my application prematurely?
- Don't I need to submit my IRS letter this year?
- Can I submit my own W-9 tax form?
- How will my application photo be used?
- How much information can I submit in my application?
- What do you mean by “conservation education?”
- What are you looking for in the letters of support?
- What if I want to submit a confidential letter of support?

FUNDING

- Where do I find a list of previously funded projects?
- What size grants do you entertain?
- What about overhead costs?
- What about infrastructure?
- Does the DWCF fund salaries?
- If I am funded, when are reports due?
- If I'm not funded, will you reconsider later?
- Can I obtain feedback on my proposal?

CONTACT

- Who is my contact?

**What criteria are used to evaluate each proposal?**

- The proposal should be cooperative in nature and may have matching funds.
- The proposal should clearly contribute to the conservation of endangered or threatened species in the wild, their habitats and engage the communities that surround them through community-based education programs.
- The proposal should build on previous work including an established commitment to a conservation program OR is well suited to become or contribute to a long-term conservation program.
- The principle investigator affirms that the welfare of the animals identified in this study is not compromised. Specifically, the principle investigator affirms that:
 - Capture/restraint techniques minimize stress and the potential for physical injury or psychological harm
 - Immobilization/anesthesia is done under the direct supervision of a veterinarian or other trained professional
 - Exposure to noxious stimuli and presumptive negative effects are minimized with administration of anesthetic and/or analgesic agents where appropriate

What are the priority considerations for the Disney Worldwide Conservation Fund?

The Disney Worldwide Conservation Fund gives priority consideration to holistic programs addressing a significant conservation need (or projects that are part of a program) which reflect:

- Education and community engagement, including measuring results (see below for additional information on expectations for education components)
- Influencing decision makers
- Solid field science
- Although DWCF recognizes that basic science is a critical first step in conservation initiatives, preference is given to projects where there is a significant conservation action component.

The DWCF funds programs and projects around the world, including North America, Africa, Australasia, Central/South America and marine environments.

The Fund also seeks to support projects which relate to Disney's strategic priorities, including:

- Projects that are in areas where Disney has a significant business presence, including Florida, California, Hawaii (and North America in general), the Caribbean, China,



Europe, etc.

- Projects involving species/habitats featured at Disney's Animal Kingdom or The Seas with Nemo and Friends at Epcot, to better facilitate telling effective conservation stories. These habitats/species include, but are not limited to:
 - Central/South African habitat and species (specifically savanna and forest species)
 - Asian habitat and species (primarily tropical forest species)
 - Marine species (including coral reefs, dolphins, manatees, sea turtles and sharks)
- Projects that target particular wildlife sustainability issues, including efforts to explore sustainable aquaculture or address sustainable seafood (fisheries management) or to control illegal wildlife trade.

The DWCF traditionally receives few proposals that focus on invertebrates and would be interested in more such proposals.

TIMELINE

[Top](#)

What is the timeline for DWCF funding?

Invitations distributed: December 2011

Proposals due: March 15th, 2012

Evaluation completed: July 31st, 2012

Processing/Notifications/Check Distribution: August-September, 2012

Please do not contact us any earlier than August 31st, 2012 regarding the status of your proposal. It is our policy to notify all applicants at the same time regarding the status of their application.

Conservation Hero Applications can be submitted year round with the same deadline as our annual grants process for those nominees that will be selected in that year.

Rapid Response Fund Applications can be submitted year round and are reviewed within two weeks of submission, with funds distributed within four weeks.

When is the application due?

The deadline is the date the proposal is to be received **midnight EST March 15th, 2012**. Late or faxed proposals cannot be considered out of fairness to others. Please note DWCF or CyberGrants support will NOT be available after 1800 hours.



ELIGIBILITY AND APPLICATIONS

[Top](#)

How do I receive an invitation to apply?

To receive an invitation for the next annual grant application year, please send an email inquiry to Corp.Conservation@Disney.com by October/November 2011 to give yourself the greatest amount of time to apply and no later than our **inquiry deadline of February 1st**. Application is by invitation only.

An email inquiry to the Disney Worldwide Conservation Fund should include the name and the contact details of the organization conducting the program as well as the name of the collaborating U.S. 501(c)(3) nonprofit organization if they are not the same. It should contain a brief overview of the project(s), taking into consideration the criteria and our areas of interest (field research, community engagement and conservation) but does not need to be more than two or three paragraphs long.

For emergency funding needs you may contact us anytime for our Rapid Response Fund grant application. Grants are generally around \$5,000 but may be larger depending on the scale of the emergency/response.

Are individuals, universities and government agencies eligible?

We encourage scientists, students and institutions to work with nonprofit organizations to apply. Organizations must have U.S. nonprofit status. NGOs outside the U.S. can apply in partnership with a U.S. organization. The U.S. organization accepts accounting responsibility.

Only charitable organizations may apply; DWCF does not accept applications directly from government agencies. Colleges and universities may have to apply either through or in conjunction with their school's foundation or in partnership with another non-profit organization. We accept applications from Ph.D. level faculty focused on long term conservation programs. Graduate students can be involved in the project but can not be the primary investigator.

What if I am a student and want to apply?

Graduate students can not directly apply but can be included in a Ph.D. level faculty project that is part of an established program or a new initiative that establishes objectives for a long term conservation impact. Tuition is not funded.

Are organizations outside the US eligible?

While we encourage global projects, it is our policy to direct funding only to organizations that have U.S. nonprofit status. NGOs outside the U.S. can apply in partnership with a U.S. organization. The U.S. organization accepts the responsibility of acknowledging the receipt of funding and forwarding the full funding amount to the international nonprofit. You will enter all the U.S. organization information when you register and later find the section of the application that asks for international organization information. Proposals should be submitted in English and U.S. dollars.

Are zoological institutions and aquariums eligible?

We have slightly changed our AZA application criteria to allow AZA institutions to apply only if the researchers conducting the program are involved in field research and do not hold a curatorial, veterinary or supervisory role related to the captive collection at the accredited institution. If a zoo or aquarium is seeking funding for curatorial, veterinary or supervisory staff working on in-situ or ex-situ programs, the request should go through the AZA Conservation



Endowment Fund (CEF). The DWCF contributes around \$100,000 each year to the CEF, a total of more than \$2 million since 1995.

If the facility has a key external nonprofit or university partner, such organizations may apply directly to the DWCF, and if the partner is a foreign nonprofit the AZA facility can act as a U.S. pass-through for that organization.

Can I submit more than one proposal?

Each organization is limited to one project application for each of the following geographic areas: Africa, Australasia, Central/South America, North America and Marine. For universities, the same statement above applies to each university department. Large organizations are responsible for self-governing to ensure no more than one proposal per geographic region is submitted. If you have questions about which area your project may fall, please contact Corp.Conservation@Disney.com.

Do you support multi-year proposals?

A limited number of multi-year projects will be considered but only funded on a year-to-year basis, i.e. the amount applied for should reflect only one year of funding. For multi-year proposals, progress reports will be required prior to distribution of funds for subsequent years.

What do I do if I submitted my application prematurely?

If you feel you have submitted your DWCF application in error, please contact the DWCF team at Corp.Conservation@Disney.com to change the status of your application.

Don't I need to submit my IRS letter this year?

No, the substitute W-9 form you fill out and sign is sufficient and is preferred by our financial team when we process payment.

Can I submit my own W-9 form?

No, for tax purposes it is required that organizations complete the W-9 form provided in DWCF's online application system.

NOTE: In "Part I: Tax Status," please enter organization information in the bottom-most section titled "Other (Non Profit, Schools, Government, etc.)." Please be sure to sign the form before submitting.

How will my application photo be used?

DWCF may use the photo submitted with your application in DWCF publications, websites, social media (Facebook, Twitter, YouTube) etc. to promote the conservation projects supported by DWCF.

How much information can I submit in my application?

Please abide by the character maximums listed under each field. Reviewers prefer your information be as clear and concise as possible.

**What do you mean by “conservation education?”**

We believe that a good conservation program includes three primary components: good science, involvement of local decision makers/partners, and education. We define conservation education as a process of positively influencing people’s knowledge, attitudes and behaviors about wildlife and wild places. Examples might include working with local farmers/fisherman, local school groups, or local communities. We often see “support of a graduate student” as an example of conservation education in DWCF proposals. While we recognize the importance of graduate students in projects, their involvement does not constitute “conservation education” as we are defining/describing it here.

More specifically, conservation education experiences should:

- Add to the wildlife knowledge of the target audience (children and/or adults)
- Address people’s attitude toward wildlife
- Inspire conservation action (behavior change)
- Evaluate its impact
- Adjust programs where necessary based on evaluation results
- Utilize trained professionals

What are you looking for in letters of support?

Please submit two letters of support for any proposals that have not been previously funded by DWCF. Letters should be addressed to the DWCF Review Committee, written in English, and endorse the importance of the project and the qualifications of the applicant.

What if I want to submit a confidential letter of support?

Please have all confidential letters emailed to Corp.Conservation@Disney.com. Any letters sent to this email address will remain confidential and will be submitted to review committees with your proposal.

FUNDING[Top](#)**Where do I find a list of previously funded projects?**

Please visit www.disney.com/conservation to access a listing of past programs supported.

What size grants do you entertain?

Requests of \$25,000 or less are allowed but overall budget may be larger and incorporate several financial partners. The DWCF will not award funds at less than 80 percent of the amount requested. For example, if the requested amount is \$25,000, the awarded amount would be no less than \$20,000. Most grants are able to be funded at the full amount requested.

What about overhead costs?

Overhead costs are not funded by the DWCF. This includes administrative fees, fringe benefits, etc.

**What about infrastructure?**

Generally infrastructure is not funded by the DWCF annual grants process. This includes the construction of buildings, enclosures, etc.

Does the DWCF fund salaries?

The DWCF will fund field staff including in-country participants. Although we do fund salaries, we do not like to see the entire budget directed to staffing. We do not fund student tuition or staff benefits.

If I am funded, when are reports due?

A final report for each project is required one year from receipt of funds. A progress report is required prior to consideration of any future requests for funding. New applications from the same organization will not be considered if reports from funded projects in prior years have not been received. The final report deadline is somewhat flexible with circumstances. Please contact Corp.Conservation@Disney.com for information on submission or an extension.

If I'm not funded, will you reconsider later?

Applications are not re-visited after the review is completed. The committee reviews applications once per year only.

Can I obtain feedback on my proposal?

You are welcome to contact us to discuss the overall review of your submission following notification of your proposal's status. **Please contact us within three months of being notified about your submission.**

For emergency funding needs you may contact us anytime for our Rapid Response Fund grant application. Grants are generally around \$5,000 but may be larger depending on the scale of the emergency/response.

To receive an invitation for the next annual grant application year, you should contact us at Corp.Conservation@Disney.com by October/November 2011 to give yourself the greatest amount of time to apply and no later than our inquiry deadline of February 1st.

CONTACT[Top](#)**Who is my contact?**

Claire Martin
Corporate Citizenship- Conservation Programs
P.O. Box 10000
Lake Buena Vista, FL 32830
Phone: 407.560.4462 or Fax: 407.560.4558
E-mail: Corp.Conservation@Disney.com