

The Dietrich Schaaf Conservation Fund Letter of Inquiry

Submission Deadline: June 30, 2016

The Dietrich Schaaf Conservation Fund is a nonprofit organization dedicated to furthering stewardship of the natural world. The purpose of this letter of inquiry is to gather information from impactful, grassroots conservation organizations or projects, and to provide financial opportunity to an entity that supports or extends our mission.

Eligibility: DSCF will make funds available to support conservation based projects around the world. DSCF will NOT fund individuals; reimbursement of funds already expended; or political organizations.

Available Funding: The award amount is dependent on our fundraising season. There is no commitment by DSCF to fund any particular application or to make a specific number of awards.

Review and Award Information: Instead of a tedious grant application, we prefer to have shorter LOI submissions. All LOIs will be reviewed using the evaluation criteria as follows:

1. Consistency with DSCF's mission of furthering stewardship of the natural world;
2. Potential for positive impact within the ecosystem;
3. Internal and external organizational support for execution of the project, including experience of key personnel and cost-effectiveness of budget.

The date of funding is March 1, 2017.

Reporting Requirements: Projects awarded funding will be sent a Grant Recipient Agreement specifying the grant reporting requirements. Awardees will be asked to read, sign and date the contract, and return it to DSCF before funding will be sent.

LOI Submission Guidelines: Clearly explained projects may have a better chance in the review process. As much detail as possible will help us decide if your project is the one we would like to fund! Please lay out the following requested information and answers in a format of your choosing in a MS Word or PDF file. **The deadline for submissions is June 30, 2016.** Completed LOIs can be submitted:

1. Electronically via emailing schaafconservation@gmail.com (preferred method)
2. Through the US Mail to: Dietrich Schaaf Conservation Fund, PO Box 620352, 7613 Elmwood Avenue, Middleton, WI 53562

All correspondence, including questions can be done through our contact form on the "Contact" page of our website, or emailing directly schaafconservation@gmail.com. Good luck!

Application Date	
Organization Name/Project Name	
Organization Address	
Telephone Number	
Fax Number	
Organization Website	
Executive Director (or top official)	
Executive Director's Telephone Number	
Executive Director's Email Address	
Main Contact for this LOI	
Main Contact's Phone Number	
Main Contact's Email Address	

Section A: Organizational Information

Organization's Mission Statement

Is this request for a new project, existing project or expansion of an existing project?

Please provide a description of the organization's current programs, activities, and accomplishments.

Section B: Needs Statement

What are the ecological needs or problems to be addressed by this project? Why is this issue important?

Section C: Project Information

Project/Campaign Name

What are your project goals?

What activities do you intend to engage in or provide to achieve these goals?

What are the anticipated short and long-term measurable outcomes that would be achieved by this grant?

What is the timeline for implementation of this grant?

Section D: Budget

Please provide budget estimates/projections in the table below.

Expenses	Total Project Expenses	Amount Requested From Funder
Salary and Benefits		
Contract Services (consulting, professional, fundraising)		
Occupancy (rent, utilities, maintenance)		
Equipment and Supplies		
Administrative Costs (printing, copying, postage, etc.)		
Other:		
Other:		
Other:		
Other:		

Please provide a short description of each line item expense listed above.