

Friends of Steele Creek Nature Center and Park
Research Support Small Grants Program
General Guidelines and Timeline

- 1) An annual research support budget will be established by the Board and members of the Research Committee will be named at beginning of fiscal year (July Board meeting).
- 2) The Research Committee will have full authority to allocate the budgeted funds based on the evaluation of submitted proposals. Proposals will be evaluated based on established criteria (see "Appropriate Research for the Park").
- 3) Requests must be submitted utilizing the appropriate approved form (available on the web site and by request).
- 4) Materials requested for purchase using grant funds should be identified as either expendable supplies or equipment. All equipment purchased with funds provided by Friends of Steele Creek Nature Center and Park will become the property of Friends and will be made available for future use.
- 5) Any student applying for research funds must have an advisor to oversee their progress and/or monitor their research project.
- 6) The number of grants and amount for each grant will be determined by the committee based on the total amount of money available, and the number and quality of proposals submitted.
- 7) All proposals submitted prior to September 15 will be given full consideration. No funds will be allocated before all proposals submitted by that time have been fully considered.
- 8) For all proposals submitted by September 15, the Research Committee will make final determination of monies to be granted, and will notify all applicants by October 15.
- 9) For any proposals that are not funded, a letter of explanation will be provided. When appropriate, suggestions for improving and resubmitting the proposal will be provided.
- 10) After all proposals submitted by September 15 have been acted on, additional proposals will be considered on a first come, first served basis (if funds are still available).
- 11) For approved projects, funds will be disbursed on a reimbursement basis after submission of appropriate receipts.

- 12) All approved funds will be spent within 12 months of the notice of award, unless other arrangements are agreed upon in advance.
- 13) For approved projects, the researcher(s) will be expected to make a public presentation at the Park of the completed project (or a progress report with preliminary findings).
- 14) At the conclusion of the project, a written paper summarizing the complete project should be submitted to Friends. This paper will be posted on the Friends website (unless copyrighted publication is anticipated.)
- 15) If the research is published in a journal with copywrite protection, Friends will receive a copy of the article. A reference to the article will be posted on the Friends website.

Appropriate Research for the Park

Research that:

- 1) enhances knowledge of the park and its ecosystems;
- 2) furthers knowledge that may be of benefit to the natural resources of the park or the citizens of Bristol;
- 3) Is useful or necessary for management or manipulation of park resources;
- 4) involves the connection of humans and nature and the use of natural areas of the park;
- 5) serves to encourage and enhance knowledge of natural history and/or research interests and skills of students;
- 6) Is not detrimental to the park, its natural resources, or esthetic qualities;
- 7) does not significantly interfere with other recreational, educational, or scientific uses of the park;
- 8) Is not intended for monetary gain of individual researcher(s), groups, companies, or corporations.

Proposal Contents

- 1) Background Information – brief introduction and description of the topic of interest
- 2) Purpose – why you want to conduct this research (objectives) and how it will benefit Steele Creek Park
- 3) Explanation of Research – how the research will be conducted (methods)
- 4) Itemized Budget – with equipment and expendables noted as such
- 5) Advisor (for students)
- 6) Plan to Communicate Research – we may not necessarily need this section since we are asking them to give a public presentation, however, I would like to know if they plan to present to other audiences, plan to publish, use for local outreach, etc.
- 7) Any Other Sources of Funding