**INSTRUCTIONS FOR APPLYING A BERGSTROM GRANT**

Applicants will email their application as a single PDF to Scott Johnson at [sjohnson@towson.edu](mailto:sjohnson@towson.edu) no later than **February 15, 2024**.

The application must have 5 parts: cover page, research proposal, applicant’s CV (up to two pages), a single-page budget and current/pending support statement and, for applicants with a research supervisor, the supervisor’s confirmation of proposal approval. Incomplete applications will not be reviewed.

**COVER PAGE**

Applicants should copy what appears below into a Word document (note: border not required) and then add the requested information, with entries in **boldface**, fitting it onto a single page.

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| **ASSOCIATION OF FIELD ORNITHOLOGISTS**  **BERGSTROM GRANT APPLICATION**  Title of proposed project research:  Applicant’s name:  Home institution/organization and location (city – state/province):  Applicant’s mailing address, email address, and phone number:  Is the applicant a member of the AFO? \_\_\_\_ yes \_\_\_\_ no  Applicant’s status:  \_\_\_ Undergraduate \_\_\_\_ Non-academic professional  \_\_\_ M.S. degree candidate \_\_\_\_ Avocational ornithologist  Amount of funding requested from AFO: $  Name of primary research supervisor (if applicable):  Supervisor’s email address and phone number:  Is the supervisor a member of the AFO? \_\_\_\_ yes \_\_\_\_ no  If so, please indicate the year that they joined the AFO:  (or approximate year if they are a long-time member) |

**RESEARCH PROPOSAL**

**Format**

* 3 pages maximum not including Literature Cited, which should go on a single, separate page
* margins must be minimum of 0.75 inches/2 cm on all sides
* use a Calibri font with a font size of 11 points or larger
* all text must be left-justified
* paragraphs should not be indented and be separated with a minimum of 6 points of space
* pages should not be numbered

The **Title** of the proposal/project should appear in boldface at the top of the first page.

The **Introduction** section of the proposal should state the purpose and objective of the study as well as its significance. Applicants are reminded that the intent of the Bergstrom grants is to support research that adds to our knowledge of the natural history and ecology of birds living under natural conditions and/or promotes their conservation.

Before writing the **Methods** section, applicants should consult the AFO Research Guidelines. As noted in those guidelines, applicants are expected to briefly describe their experience with certain methodologies and/or the experience of the person who will provide training/mentoring in the field. This is especially the case with more advanced methodologies (e.g., mist-netting, blood-sampling, tracking using geolocators or transmitters, etc.).

Somewhere in the proposal applicants should note whether research has been done previously on this project (e.g., a pilot study) by the applicant or other individual. If so, the applicant may wish to indicate what was learned and how this should enhance the success of the research. Applicants should also note whether the intent is to start and complete the study in a single year (assuming adequate data are collected) or if this is the first year of an anticipated 2+ year study.

On the **Literature Cited** page, please provide full citations in the style of *Journal of Field Ornithology* ([link to JFO site goes here]. Note that proposals will not be judged on the number of citations. Applicants should, however, cite enough relevant studies to support their arguments regarding the significance of the research. Per the Research Guidelines, applicants may also want to cite studies confirming the efficacy of some of their proposed methodologies and/or the known impacts of those methodologies (or lack thereof) on individual birds or populations.

**APPLICANT’S CV**

Provide a comprehensive resume or curriculum vitae with relevant information regarding professional preparation including education, work or volunteer experience, any awards, and products such as publications or presentations. You may use up to 2 pages. Do not include a photo on the CV.

**BUDGET AND CURRENT/PENDING FINANCIAL SUPPORT INFORMATION**

On a single, separate page provide a budget for the proposed project. Reviewers will assume that, if received, the Bergstrom grant will be used in the most strategic way possible to support the research so applicants do not need to specify exactly how they would use the Bergstrom money. Below the budget, please list funding already secured and amounts, along with funding that has been, or will be, applied for. *A sample Budget and Support statement appears below.*

Applications will not be ranked lower if the applicant has applied for, or will apply for, multiple grants even if the total amount of funding *applied for* may, along with any funding already received, exceeds the project’s total budget. The AFO acknowledges the wisdom of hedging one’s bets when attempting to secure funding for research.

***Sample Budget and Support Statement***

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| **Budget and Current/Pending Financial Support Statement**  Applicant: Susan Q. Troglofile  Research Project: *Effect of deer overgrazing the forest understory on Red-rumped Wren reproductive success*  **Item Itemized Cost Total cost**  Lumber/hardware for nest boxes $14/box x 30 boxes $420  Mist nets 3 @ $69 each $207  Mist net poles 2 sets @ $61 each $122  Banding pliers 2 pair @ $84 each $168  Colored leg bands 200 @ $0.50 each $100  Digital recorders for fieldnotes 2 @ $45 each $90  Waterproof speakers for song playback 3 @ $38 each $114  Portable digital scales 2 @ $33 each $66  Gas to/from field station\* to install nest boxes 8.5 gallons @ $3.50/gallon $30  Gas to/from field station for season – self 8.5 gallons @ $3.50/gallon $30  Gas to/from field station – field assistant 8.5 gallons @ $3.50/gallon $30  Gas for on-site travel (est. 450 miles) 18 gallons @ $3.50/gallon $63  Field station lodging – self + field assistant 75 nights @ $50/night $3750  \*210 miles round trip **Total: $5220**   |  |  |  | | --- | --- | --- | | **Funding Source** | **Received** | **Decision pending** | | Faber College Thesis Support Award | $2000 |  | | Aedon Lake Field Station Summer Scholarship | $1500 |  | | Wilson Ornithological Society Research Grant |  | $1250 | | Sigma Xi Grant-in-Aid-of-Research |  | $1400 | | AFO Bergstrom Grant |  | $1500 | |

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**RESEARCH SUPERVISOR APPROVAL STATEMENT**

For students and other applicants who will be working under a research supervisor, the last page of the application should be a scanned image of a one-page document produced by the supervisor stating that they have reviewed and approved of the research proposal that the applicant is submitting. This document should be signed and be on institution letterhead. See the suggested template below.

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| ***Recommended Template for Research Supervisor Approval Statement***  Date:  To: AFO Grants Committee  From:  I acknowledge that I have reviewed and approved of the research proposal entitled "\_\_\_\_\_(proposal title)\_\_\_\_\_\_\_," with \_\_\_\_\_\_\_(applicant’s name)\_\_\_\_\_\_ as the researcher.  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |