## Logo Description automatically generatedBRITISH ORNITHOLOGISTS’ UNION BRENDA AND TONY GIBBS AWARD GUIDELINES

Please read these guidelines carefully. They contain important information relating to your application for funding and not following these guidelines may jeopardise your application.

Application is by email only. Please email your completed application form to [grants@bou.org.uk](mailto:grants@bou.org.uk) by **30 JUNE 2021**.

Applications are for awards made in September 2021 for projects that begin within six months of the award being offered. Fieldwork and analysis appropriate for reporting must be entirely or largely completed within two years of the project commencing\*. Applications for projects that cannot be undertaken on this basis will not be considered.

\*It is acknowledged that publication timeframes may extend beyond this deadline.

Please ensure you have viewed the grant schemes at [www.birdgrants.net](http://www.birdgrants.net) to see if this BOU scheme is the most appropriate for your project.

When completing your application, please note the following carefully:

**1. What we fund**

The Brenda and Tony Gibbs Award is funded by a legacy left to the BOU which specifically states it is to fund ‘*research on tracking and migration studies including the use of new technologies’.*

This award is therefore aimed at funding discovery science, technological advances, high-profile conservation and research with societal impact that delivers a step change in the understanding of the movements and migrations of birds.

Impacts may be demonstrated through scientific papers, public engagement, technological advancement and/or gaining evidence to further the conservation of birds.

The award is not designed to provide long-term funding for a detailed and comprehensive research programme, but to provide the opportunity for discovery science and a springboard for larger research funding.

Who can apply:

* All BOU members, as well as non-members residing and working in [low or middle income countries](http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/daclist.htm) are eligible to apply.
* Principal Investigators can submit one application per year and must be employed by an academic institution, independent research organisation or non-governmental organisation.
  + Although students are not eligible to apply, their main supervisor may apply on behalf of their project.
* We welcome applications from anyone fulfilling the above requirements who research the movements and migrations of birds.

All applications are also expected to fulfil the following requirements:

* Funds are for covering the costs of tracking devices, necessary permits/licences, travel and subsistence for fieldwork and the salaries of local field assistants.
* For those planning to work outside of their home country or community, they must include the name and contact information of at least one local collaborator as a project team member.
* Although we do not require [ethical permissions](https://bou.org.uk/bou-ethical-policy/) to be in place at the time of application, there is an expectation that they will be sought and we will require them to be in place before releasing the funds for the project.
* The applicant must be competent to undertake the research and demonstrate that all proposed fieldworkers have appropriate skills in applying tag/devices to birds.
* Funds would need to be spent within 24 months of the award being made.
* The project must be feasible in terms of resources and time allocated.
* The project must have a clearly justified budget.
* The research must be of high scientific quality.
* The research must be interesting, innovative or a potentially high impact piece of work.
* The project must be a stand-alone research project, where the amount being sought is a substantial percentage of the total project budget.

We do not fund:

* Applications from non-BOU members (see exemptions in ‘who can apply’ above).
* Applications from organisations or directly from students.
* Applications that propose to add an extra year’s data for longer-term studies.
* Baseline studies or the setting-up of long-term monitoring schemes.
* Conservation implementation, education, outreach or awareness raising.
* Salaries (other than salaries of local field assistants), student stipends and course fees (see item 4 below).
* Overhead costs.
* Attendance at conferences or meetings.
* Publication costs.
* Projects already started by the commencement date of the proposed project.

**2. Size of Brenda and Tony Gibbs Award**

A single award of £20,000 will be awarded annually from 2021 to 2025.

Further, we encourage applicants and their students to check the BOU Small Grants Scheme (<https://bou.org.uk/funding/small-research-grants/>) where smaller-scale tracking/migration projects up to a maximum of £2000 will be considered under the Brenda and Tony Gibbs legacy.

**3. Species**

Research can be undertaken on the movements and migrations of any bird species. As part of your application, you are required to provide details of the key species your project aims to study.

**4. Project costs/budgets**

As part of the application you are required to submit a credible budget, which details the total project costs, the amount requested from the BOU, any funds already obtained, any other funds applied for or where additional funding will be obtained. Please clarify how any short-fall between the total budget costs and the amount already obtained plus that requested from BOU will be met.

Please be as transparent as possible, cost your project, and the items for which funding is being sought from the BOU, as carefully as possible.

Total project costs must include all the costs of running the entire project (excluding the salary or stipend of the applicant) and not just the total for the items for which funding is being sought from the BOU. Where the cost of equipment is being sought from the BOU please provide an itemised breakdown (and for other budget headers as necessary). The BOU needs to be able to accurately assess the size of any contribution it may wish to make to a project. Some past applications have been jeopardised by a lack of transparency and accurate costing of the project.

**5. BOU Mission Statement**

Applicants should note the BOU’s objectives and mission statement.

The British Ornithologists’ Union will promote understanding and conservation of the world’s birds, advance ornithology within the scientific community and promote scientific ornithology to the wider birdwatching public.

The BOU’s mission will be achieved by the following objectives:

i) To maintain the publication of the IBISas a leading international journal of ornithological science.

ii) To organise and/or hold an active programme of meetings and conferences.

iii) To make available grants for ornithological research.

iv) To facilitate liaison between those actively engaged in ornithological research.

v) To provide, as a representative of the scientific community, ornithological information and advice to government and other policy makers.

vi) To maintain and publish the official list of British birds (The British List).

**6. BOU Ethical Policy**

You should note the BOU's ethical policy (dated March 2012). Whilst primarily aimed at publication in the BOU’s journal, IBIS, it is equally applicable to research funded by the BOU.

IBIS is published on behalf of BOU by Wiley-Blackwell and we support Wiley-Blackwell in their policy on ethical issues in relation to scientific publications (see http://authorservices.wiley.com). Authors should make themselves familiar with this policy. In particular the BOU requires that all authors disclose any potential sources of conflict of interest. Any interest or relationship, financial or otherwise, that might be perceived as influencing an author’s objectivity is considered a potential source of conflict of interest. These must be disclosed when directly relevant or indirectly related to the work that the authors describe in their manuscript. Potential sources of conflict of interest include but are not limited to patent or stock ownership, membership of a company board of directors, membership of an advisory board or committee for a company, and consultancy for or receipt of fees from a company. The existence of a conflict of interest does not necessarily preclude publication in this journal.

It is the responsibility of the corresponding author to review this policy with all authors and to collectively list in the covering letter to the Editor, in the manuscript (under the Acknowledgment section), and in the online submission system ALL pertinent commercial and other relationships. As part of the submission process, corresponding authors will be asked to confirm whether or not a conflict of interest exists.

The BOU is a member of and subscribes to the principles of the Committee on Publication Ethics (COPE).

The BOU expects all authors of papers submitted to IBIS to act within the standards and procedures laid down by UK national or equivalent legislation in the country where the work is conducted. They must ensure they have the necessary licences and permits for the activities described in the paper. Where work is carried out in places lacking legislation or where this is not adequately administered, the work should conform to the ethical standards expected in the UK.

The BOU expects authors to have proper regard for conservation considerations and best practice in work with wild or captive animals. Attention is drawn to the 'Guidelines for the Use of Animals in Research' published regularly in the journal *Animal Behaviour* ([*Animal Behaviour* 2006, 21: 245-253](http://www.elsevier.com/journals/animal-behaviour/0003-3472/guide-for-authors#6002)) and the specific guidance provided by ASAB/ABS for submissions to *Animal Behaviour*. In particular authors should consider the potential impacts of disturbance, trapping, and manipulations such as marking or tagging on their study animals and provide details in the paper on how these aspects have been dealt with. Papers will not be accepted if they are based on work involving cruelty to animals or if the work may have put at risk endangered populations, species or habitats.

The BOU is not opposed in principle to the ‘taking’ of specimens from the wild for scientific purposes but would expect that only in exceptional circumstances is such an approach adopted. Authors are referred to the guidelines on collecting of specimens from the wild proposed by Collar ([*Bird Conservation International* 2000, 10: 1-15](http://journals.cambridge.org/action/displayAbstract?fromPage=online&aid=57185&fileId=S0959270900000010)).

**Grants and bursaries**

The ethical approach required for the submission of papers to IBIS will also apply to proposals submitted for BOU grants or bursaries. The application should include details of any potential conflicts of interest and the procedures adopted to minimise any negative impacts on the study animals.

Your application should indicate that the work conforms to this policy.

In particular, please make clear whether your work will include the collection of specimens (for which copies of any appropriate licenses will be required prior to commencement of any collection).

**7. Timing of applications**

Applications are for awards made in September 2021 for projects which begin within six months of the award being offered and entirely or largely completed within two years of the project commencing. ‘Entirely or largely completed’ is defined as having all field observations complete and analyses progressed to a stage where main results can be written up in report form for the BOU. It is understood that it may take longer for any manuscripts resulting from the work to be submitted for publication.

The deadline for applications is 30 June 2021.

Applicants will be informed of the outcome of their application by 30 September 2021 and awards are paid to successful applicants two months ahead of the project commencing.

**8. Submitting your application**

Use the application form provided. Complete the fields requested and save as –

‘BOU Gibbs application - <insert your surname/family name here> (e.g. BOU Gibbs application – Smith) and send by email to [grants@bou.org.uk](mailto:grants@bou.org.uk).

Applications are only accepted via email.

The BOU will acknowledge (by email) receipt of your application. All correspondence will be undertaken by email.

**9. Consideration of your application**

Applications are circulated to members of the BOU’s Grants Committee who then make their recommendations to BOU Council. Applicants are contacted by 30 September to inform them of the outcome of their application.

**10. Taking up an award**

If your application is successful, awards must be taken up within six months of the award offer.

If an award is not taken up within six months of the award offer, and the award is still required, the recipient must email the BOU Office requesting special dispensation and explain why the award has not been taken up and when it will be required. This correspondence should occur as soon as the recipient becomes aware of any delay, or no later than five months of the award offer, whichever is soonest.

**11. Reporting back to the BOU**

A condition of the award is to adequately report back to the BOU. As a charity, and in order to comply with charity regulations, the BOU needs to demonstrate where our funds have been spent, and that this spending complies with charity legislation.

Failure to adequately report back to the BOU will render yourself, and any other person from your institute, ineligible to apply for future funding from the BOU. In such circumstance the BOU also reserves the right to request for the award to be returned in full.

Reporting back to the BOU is done in two parts, with a preliminary report submitted to us within two months of the completion of the project and a full report (usually for publication as a blog on the BOU website) after six months.

Successful applicants will be provided with a reporting form and further guidelines on reporting back to the BOU.

**12. Withdrawal of an award / return of an award**

If the BOU is not satisfied that the funds it has awarded have been spent as per the application for which funding was sought, or a suitable report is not submitted to us, then the BOU reserves the right to request, for the award be returned, in part or in full.

An award cannot be transferred to a third party. If the original recipient is unable to complete the project for which the award was made, or is unable to undertake the project in the timescale agreed (i.e. as detailed in their application) then the award must be returned in full.

**13. Accepting an award**

Acceptance of an award indicates acceptance of the above terms and any other terms detailed in the award offer from the BOU.

**14. Unsuccessful application**

If your application has been unsuccessful, then you will receive notification of this by email. Due to the number of applications we are unable to provide feedback as to why any application is unsuccessful. No correspondence will be entered into with regards an unsuccessful application.

The BOU look forward to receiving your proposal.

**Application form below**

## Logo Description automatically generatedBRITISH ORNITHOLOGISTS’ UNION BRENDA AND TONY GIBBS AWARD APPLICATION FORM

The BOU is an international charitable society whose aim is to promote ornithology and a better understanding of ornithology, birds and related issues, within the scientific and birdwatching communities. The provision of grants for ornithological research is a small part of how we achieve our aims. To see how we further achieve our aims visit our website at [bou.org.uk](http://www.bou.org.uk).

**APPLICATION INFORMATION**

Please read the associated guidelines carefully and complete all fields.

Applications are for awards made in September 2021 for projects which begin within six months of the award being offered and entirely or largely completed within two years of the project commencing. Applications for projects that cannot be undertaken on this basis will not be considered.

**Closing date for applications:** 30 June 2021

**1. APPLICANT’S DETAILS** [Attach an outline CV (2-page maximum)]

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Research Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. PROJECT DETAILS** [1000 words maximum]

Please present a case for support for your project, including arguments for its academic qualities and likely impact, both academic and non-academic.

|  |
| --- |
| **Title**:  **Details**: |

|  |
| --- |
| **Outline how this is a new project and how it is standalone work:** |

**3. PROJECT TEAM MEMBERS**

Details of any project team members (including PI), their experience and their contribution(s) to the research. For those planning to work outside of their home country or community, include the name and contact information for at least one local collaborator as a project team member. Add rows as necessary.

|  |  |  |
| --- | --- | --- |
| Name | Contact | Experience and contribution to the project |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**4. INSTITUTIONAL PARTICIPATION/SUPPORT**

Provide details of any participating or supporting organization or institute and what their support entails (e.g. space, in-kind support, infrastructure). Add rows as necessary.

|  |  |  |
| --- | --- | --- |
| Name | Address | Type of support |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**5. STUDY SPECIES**

List the key study species including conservation status (see <http://www.birdlife.org/datazone/species/index.html> for current global IUCN Red List categories). Add rows as necessary.

|  |  |  |
| --- | --- | --- |
| Common Name | Scientific Name | IUCN status |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**6. METHODOLOGY** [500 words maximum]

Summarise study design, sampling methodologies and likely sample size, intended analyses, and how these will achieve the research aims.

|  |
| --- |
|  |

**7. PERMITS/LICENCES and ETHICAL CLEARANCE**

List all permit requirements, including ethical clearance, required for the project and the status of any applications (e.g. pending application, submitted, received). Add details of all of those received to date. Add rows as necessary.

|  |  |
| --- | --- |
| Permit type | Status of application |
|  |  |
|  |  |
|  |  |
|  |  |

**8. TIMETABLE**

Indicate which months/years that each of the following aspects will be undertaken.

|  |  |
| --- | --- |
|  | Timing |
| Logistical preparation |  |
| Data collection |  |
| Analysis |  |
| Write-up and reporting |  |

**9. ANTICIPATED APPLICATION AND PUBLICATION OF RESULTS** [100 words maximum]

Indicate which months/years that each of the following aspects will be undertaken.

|  |
| --- |
|  |

**10. BUDGET**

Please provide a comprehensive budget. The headings are for guidance only. Please add/delete extra lines as necessary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Start Date (please enter)** | --/--/20-- |  |  |  |
| **Cost** | **Year 1** | **Year 2** |
| Permits/Licences/Permissions |  |  |
| Field costs including travel (please detail) |  |  |
| Travel |  |  |
| Local field assistant salaries |  |  |
| Subsistence |  |  |
| Equipment costs (detail any equipment over £500) |  |  |
| Tracking devices |  |  |
| Lab costs (please detail) |  |  |
|  |  |  |
| **YEAR TOTALS** |  |  |
| **GRAND TOTAL** |  | |
|  |  | |

**11. DECLARATIONS**

**APPLICANT**

**I have read, understood and agree to the terms of the award:**

Yes / No Date:

I undertake to provide annual reports and a final report within one year of completion of the work and give my permission for these to be published*.*

Yes / No

Name:

**head of DEPARTMENT/institute/ORGANISATION**

**I accept the conditions of the award:**

Yes / No Date:

Name:

Position:

Send your completed application by email only to [grants@bou.org.uk](mailto:grants@bou.org.uk).

Do not post or fax.

All correspondence will be undertaken by email.