

KERALA STATE BIODIVERSITY BOARD, THIRUVANANTHAPURAM

Guidelines for Biodiversity Awareness Programmes for the Financial year 2018-19

The Kerala State Biodiversity Board invites applications from organisations for financial assistance to programmes that creates awareness about Biodiversity Conservation among the public in Kerala during the financial year 2018-19.

Four types of programmes are existing under the scheme on Biodiversity Education and Public Awareness Program

- i. Capacity building of user groups/stakeholders
- ii. Biodiversity Awareness Campaign
- iii. Publication of field books and pocket field guides and books on rare endangered, threatened or most temporally relevant biodiversity conservation or sustainable use topics. These publication can act like universally acceptable material for various section of the society.
- iv. Workshops /Conferences

Objectives :

i. Capacity building

The focus of the scheme is capacity building on Environment and Biodiversity legislations and enforcement / sustainable utilization of bio resources/ Biodiversity conservation/ threats to biodiversity. The target audience may be elected representatives/ BMC / Govt departments/ NGO/ Research institutions/ Lawyers/ Academicians/ Media/ Students/ other stakeholders etc. The proposal should also include development of specific training tools and materials. The financial assistance under this scheme will be case to case based.

ii. Biodiversity awareness campaigns :

The objective of the scheme is to promote biodiversity education and awareness among the students / public / and various other stakeholders through action oriented activities as exhibitions/ seed fest/camps/yatras/competitions/street theatre/quiz etc. This scheme will support deserving Biodiversity clubs and already created Shanthisthal.

iii. Publication of resource material related to environment

The objective of the scheme is to utilise expertise available for printing and publication of resource material for promoting Biodiversity education and conservation. Financial

assistance for publications of resource material including audio visual materials, field guides, handbooks, case studies on sustainable utilization etc in English or Malayalam. Under the scheme, grant is not provided for publication of newsletters, magazines, journals, periodicals etc. The quality of manuscript should be very good for consideration of a proposal for financial assistance. The grant for this purpose will be decided based on the nature of material and nature of document to be published on a case to case basis.

iv. Workshops / Conferences

- a) Workshops: The objective of the scheme on “Workshops” is for sharing experience cum hands on training on various successful models of biodiversity conservation and sustainable use of biodiversity. Various BMCs and Technical Support Groups in each districts can take up such activities or workshops on taxonomic training on different species to create a graduate and post graduate level cadre of students willing to assist in various taxonomic/data collection exercises of board and other organisations can be taken up. The database of these trained shall be maintained in the board. The amount supported for these workshop shall be as per the nature of workshop, number of participants and number of days.
- b) Conference: Such conferences shall be supported the topic of which is approved by the board and the outcome/ recommendations/ proceedings will be shared with the Board for implementation either directly by Board or through relevant organisation.
 1. District level event maximum of Rs. 15,000/-
 2. State level event maximum of Rs. 25,000/-
 3. National level event maximum of Rs. 35,000/-
 4. International level event maximum of Rs. 50,000/-

Eligibility

Any recognized academic / research institution or Government Department / Government undertaking having at least 3 years experience of working in related subjects. Any registered voluntary / professional organisation / Trust having proven credential, and experience in environmental field and registered under the Societies Registration Act for minimum three years.

Mode of Application:

The eligible applicant should submit their application in the prescribed form through the Head of their organisation to the Member Secretary, Kerala State Biodiversity Board.

Mode of selection and conditions:

1. The proposal will be screened by a committee to be called as project screening and approval committee and henceforth to be called Committee. Committee shall consider those proposals, which are complete in all respect, keeping the following aspects in view while recommending the proposal(s) for financial assistance: Credential and standing of the institution / organisation. The applicant organisation should not have received any grant under this scheme during the financial year in which the proposed event falls. The Committee may appropriate in such a manner the budgetary allocation that as much as possible for the identified theme areas and thrust areas get adequate representation. The Committee will sit on or before 15 days of receiving all the proposals within specified time. The final approval on the proposal and extent of financial assistance to be given will be proposed by the Committee and will finally be decided by the Chairman of the Board. Proposals received late can be considered by the committee if found suitable to be put up in the next half yearly sitting.
2. Application from Government Department / undertaking / academic / research institution should be duly forwarded by Head of the institution.
3. Financial assistance shall be provided in two or more instalments based on the approved budget and availability of fund. Minimum 50% of fund will be kept for final instalment so as to ensure achievement of proposed objectives as verified by the project approval / screening committee.
4. The PI of the each project will be required to make for a presentation along with relevant documents.
5. Financial assistance is only for organisational expenses of the proposed event and not for capital items like construction, equipment etc.
6. UC and audited statement of accounts should be submitted within one month of completion of the program.
7. KSBB should be duly acknowledged in all publication
8. The application will be received twice during the year and the cut-off dates for receiving proposals seeking grant under the scheme are: – April 30th for May to September and October 31st for November to March.

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APPLICATION FORM FOR FINANCIAL SUPPORT TO
BIODIVERSITY AWARENESS PROGRAMMES

1.	Name of the applicant	:	
2.	Institution/ Organization	:	
3.	Address for correspondence	:	
4.	Whether the applicant is a Government organization, Public Undertaking, NGO, Association, Trust or Society	:	
5.	If Association / Trust / Society / NGO, when was it established? (Please attach proof for the same, duly self attested).	:	
6.	Registration No, if a body corporate	:	
7.	PAN of the organization	:	
8.	Name of the Principal Officer/Trustee	:	
9.	Main activities of the Organization / Association / Trust / Society/ NGO	:	
10.	Has the institution received any financial assistance from KSBB earlier?	:	Yes/ No
11.	Past experience, if any in conservation of biodiversity	:	
12.	Title & nature of the proposed activity to be undertaken. (<i>Awareness Programmes</i>)	:	
13.	Duration of the activity	:	
14.	Objective of the activity	:	
15.	Expected outcome of the activity		
16.	Target audience Students / Government officials / Public / Others (specify)	:	
17.	Expected number of participants	:	
18.	Total estimated cost of the activity. (Detailed budget break up may be furnished duly certified by the competent authority of the institution/organization).	:	
19.	Estimated contribution of the project proponent	:	
20.	Contribution from other funding sources, if any	:	
21.	Quantum of financial support sought for from KSBB with breakup duly certified by the competent authority of the institution/organization and signed by the proponent.	:	

Place:

Date.

SIGNATURE OF THE APPLICANT

(Authorized signatory with Designation & Seal)