

The Zoological Society of London's EDGE of Existence Fellowship 2018 Application Guidelines

1) EDGE Fellows Application Procedure

1. Read this document
2. Check the eligibility of you and your species
3. Complete application in English
4. Prepare other required documentation
5. Arrange for two references, one of which must be from your in-country supervisor, to be emailed to fellows@edgeofexistence.org
6. Submit application by **17:00 (GMT), 16th June 2018** to the EDGE team at fellows@edgeofexistence.org

All applications are reviewed by a panel of experts. Shortlisted applicants will be announced in September 2018. For those that are unsuccessful but are reviewed externally, we try to provide feedback by the end of September but please be patient.

2) EDGE Fellowship Documentation

All applications must include the following documentation:

- Completed and signed application form
- a copy of your CV (no more than 3 A4 sides)
- a recent photograph of yourself
- a map of your project site
- a copy of your risk assessment (using the ZSL template)
- evidence of English competency (a scanned copy of your qualification certificate is sufficient) (*only if English is not your first language*)
- proof of your SCUBA diving skills (a scanned copy of your qualification card/certificate is sufficient) (*if applicable*)
- You must arrange for *two* letters of support from referees to be emailed to the same address, with your name as the subject of the email in the same timeframe.

3) Eligibility

Project

- The project must focus on a mammal, amphibian, reptile, bird, coral or shark EDGE species found on the 2018 curated EDGE list. [Click here for a list of eligible species.](#)
No other species are eligible for this year's call.
- Priority will be given to projects focusing on EDGE species that currently receive little or no conservation attention.
- Projects should fit into the following categories: (1) applied research and conservation planning; (2) implementation of recommended conservation actions.
- EDGE fellowships must include a component of ecological research and data collection and a component of social research and outreach/education; we therefore look for both components in a successful application.

Applicant

- Fellowships are aimed at early-career (*less than 10 years' paid experience*) conservation biologists or wildlife managers. No formal qualifications are required but preference will be given to candidates with an undergraduate degree in a relevant subject or equivalent experience.
- Applications are strongly favoured from areas where conservation capacity is most needed and where support is most likely to have a large impact. Projects in middle/high income countries are unlikely to be supported. If you are interested in applying from a [middle/high income country](#) please contact the EDGE team on fellows@edgeofexistence.org **before applying.**
- Applicants should be nationals and/or residents of the country in which the proposed focal species occurs. If you live in the country where your project will take place, but are not a national of that country, you must demonstrate that you will remain in the country and have a long-term commitment to conservation in that country.
- Individuals must be able to communicate in English. If the applicant is not a native English speaker, they must provide evidence that their English skills meet the minimum requirements (IELTS score 7.0, or TOEFL score 600, or internet based TOEFL score 100, or Cambridge Certificate of Proficiency in English grade C, or equivalent).
- EDGE Fellowships are awarded as two-year projects and are non-transferable.
- Support must be provided to the applicant from an in-country supervisor, for example a university project supervisor, or senior colleague or associate. The in-country supervisor must commit to support you over the two-year period.
- Individuals must be computer literate and able to use basic Microsoft packages (Word, Excel and PowerPoint).

In addition, those applying for a project that involves diving should:

- Be "fit to dive" and able to pass a PADI diving medical.
- Hold a PADI Advanced open water SCUBA Diving certification or equivalent.
- Have at least 30 logged dives.

4) Project type

Your proposed project should fit into one, or both, of the following categories:

(1) *Applied research and conservation planning*

- A novel piece of scientific research on an EDGE species filling a gap in knowledge. EDGE fellowships include both ecological and social research. The key output will be the production (and potential publication) of a scientific study, such as an update of the species' population, distribution and extinction risk or an analysis of local ecological knowledge and human interaction with the species.
- Development of conservation recommendations through a stakeholder workshop. The key output will be the production of a species conservation strategy, known as an EDGE Survival Blueprint.

(2) *Implementation of recommended conservation actions*

- Implementation of conservation actions to reduce major threats to the species and improve the conservation status of the species and its habitat. The conservation actions should have been recommended by an appropriate participatory planning process. The key output would be a report outlining how the project progressed towards achieving its aims, and the conservation benefits that have been achieved for their study species.

5) Selection criteria

Successful projects must:

- contribute to the achievement of the EDGE goals (for more details, please see the [EDGE website](#))
- excellent ecological research and conservation action being proposed
- include at least one stakeholder workshop
- have strong in-country support
- evidence the project will provide important information to conserve the species
- feasibility and value for money
- individuals leadership quality and dedication to conserve the species

6) Reporting, assessment and evaluation

Reporting and assessment: We expect a big commitment from EDGE Fellows, particularly when it comes to communicating their work. Reporting allows us to provide individual feedback and monitor the progress and success of EDGE Fellows' projects. If these are not provided as set out below funding will be withdrawn and the Fellowship terminated.

- **Monthly reports:** A very brief report (no more than ½ a page) on your activities will be requested at the end of each month. A template will be sent out each month.
- **Blogs:** You will be expected to write short blogs at least 3 times per year. Blogs should consist of approximately 300 - 500 words of text with associated images/film footage.
- **Progress Report:** A satisfactory and comprehensive report should be submitted 6, 12 and 18 months into your Fellowship. Guidelines for the written report and a financial report template will be provided.
- **Final Report:** you must complete a satisfactory and detailed final report for your whole two-year project. Final report guidelines and a financial report template will be provided.
- **Survival Blueprint:** This is a conservation strategy that identifies specific actions required to conserve the focal species. This is a valuable output for the Fellowship which must be submitted alongside your final report.

In addition, by the end of the 2 years, EDGE Fellows must have completed the following:

- At least two funding proposals submitted for matched funding (EDGE Fellow to lead on proposal development with support from ZSL, if required).
- At least two articles published about their work in local / international popular media and / or a peer-reviewed journal.

Evaluation: In order to monitor the success of the EDGE Fellows' projects and the success of the EDGE Fellowship itself, EDGE Fellows are also required to complete the following evaluation throughout the 2 year programme:

- Pre EDGE Fellowship evaluation: expectations and motivation
- Pre Conservation Tools training course evaluation
- Module feedback evaluation during the Conservation Tools training course
- Post Conservation Tools training course evaluation
- Monitoring evaluation at 6 months, 12 months and 18 months
- Post Conservation Leadership training course evaluation
- Post EDGE Fellowship evaluation

Guidance for completing the application form

Below are some guidance notes for answering some questions from the application form which require additional explanation. Please follow this guidance.

Section 1

1. **Applicant name:** full name
2. **Organisation name:** Who are you currently associated with and please provide whether it is full or part time
- 3, 4, 5. **Home address, email, telephone**
6. **Nationality** (if not where the proposed project will take place please give evidence of your long-term commitment to the country)
7. **Submission date** (dd/mm/yy)
8. **Project name** – maximum of 12 words
9. **EDGE species involved** (*Common and scientific name*)
This can be one or more species. They MUST be listed in the curated list 2018
10. **Is this species included in the 2018 curated EDGE list?** Yes/No (*please delete as appropriate*)
11. **Project location.** Include information on the country, region within country, with lat long coordinates if possible. Please insert a map into the application here, or attach separately, indicating the project location.

Section 2

12-16. ONLY for those who will undertake diving in their project, otherwise continue to Section 3

Section 3

17. Project background

Maximum 300 words

How has your project come about? What is the need for this project? How was the project developed? What conservation issue/question will be addressed? Why is it important this project is supported? Detail any previous research or conservation that has happened on the species or in the local area, giving dates and names of the organisations involved.

18 Aim

Maximum 100 words

The aim is the wider vision towards which the project works and does not have to be achieved by this single project.

19. Objectives

Maximum 200 words

What will your project have achieved once it is complete? Objectives should contribute to your aim take into account SMART criteria; SMART = Specific, Measurable, Achievable, Realistic & Time-bound (see: http://en.wikipedia.org/wiki/SMART_criteria) or <http://www.environment.nsw.gov.au/resources/grants/11846MEgoodob.pdf>

20. Methods

Maximum 1000 words

Include specific methodology detailing how you will achieve each of your project objectives. You may include images or diagrams to illustrate your methods. Methods should be linked with your project objectives. Please include references.

21. Analysis

Maximum 250 words

Outline the analysis that you will perform on the data that you collect. Detail any software that you intend to use.

22. Expected Outputs

Maximum 250 words

What tangible technical and media outputs will result directly from your project e.g. status review, final report, scientific papers, scientific / popular articles, educational literature, conservation strategy, training received. Outputs should be linked with your project objectives.

Section 4

23. Awareness of the EDGE Fellowship

Please let us know how you found out about the EDGE Fellowship opportunity e.g. from the ZSL website, recommendation from a colleague, University etc.

24. Motivation

Max 200 words

Please explain the main motivations behind your choice to apply for this EDGE Fellowship; this question is open for your own explanation. Examples of motivations could be personal, research / career driven, monetary etc.

25. Expectations

Max 200 words

Please outline what your expectations are for the EDGE Fellowship, this question is again open for your own explanation however may include what you expect to experience and learn through out the entirety of the Fellowship programme.

26. Personal benefits

Max 300 words

Give details of how completing an EDGE Fellowship will contribute towards your conservation experience and future career, and any other benefits you expect to gain from completing the EDGE programme.

27. Benefits to an EDGE species

Max 300 words

Please give details of how, ultimately, your project will have a positive impact on the conservation status of an EDGE species; what will be the immediate impacts, and also the longer-term impacts.

28. Contribution to wider project

Max 150 words

An EDGE Fellowship often contributes information or actions to a larger-scale conservation project. If this is the case then please give details here. If you have a proposal for the wider project then you may send this as a supporting document with your application.

29. Work with local communities and organisations

Max 300 words

Successful conservation projects almost always require the support and assistance of the local community. This involvement might be in a variety of forms, such as educational campaigns, contribution towards decision making, assistance with implementing actions etc. Please give details of how you will work with local people during your project.

Section 5

30. Proposed project start and end date

31. Timetable

An example of how to present an outline timetable is given below. Please follow this format in your proposal for your 2-year project.

Activity	2018				
	Mar	Apr	May	Jun	July
Data Collection – field surveys	X	X	X	X	X
Lab Analysis					X
Statistical Analysis					
<i>Etc...</i>					

Milestones are the end of a certain stage of the project - points which mark the completion of one phase of the project before another begins. Please indicate one or two milestones for your project, and when you expect these to be completed.

If your project activities depend on activities which are part of a wider project, please include the additional activities and indicate which activities will be funded by the EDGE Fellowship grant. If your project forms a discrete sub-project of a larger project there is no need to include activities from the wide project, but please ensure that you have made clear the link between the two projects in question 28 above.

32. Project advisors/collaborators

Have you contacted or been advised by anyone regarding your project? Include names, organisations and the role they have in the proposed project. What support have/will they provide, for example on methods, statistical analysis etc.

Are you collaborating with any other organisations/individuals? Have you received any financial support for your project? If so, include details here. Details of how much financial support has been secured should be included in the budget.

(33) Budget

Please include in the table each aspect of the budget in detail, with justification, costs in Great British Pounds (£), and where the funding for each item has been sourced. Include your total project budget, and indicate which aspects you would like to be supported by an EDGE Fellowship grant. Include in your sources funding for which you have applied, but have not yet heard the outcome.

We will not contribute to the core running costs of an organisation, administrative overheads, or tuition fees. A contribution to salaries / stipends / per diems will be considered but should not form the majority of the budget.

Please follow this format:

Details	Cost calculation	Total (£)	Requested from EDGE	Matched funder 1 (please detail)	Matched funder 2 (please detail) *
<i>E.g. Fuel for 200km boat surveys</i>	<i>E.g. £1.3 per km. 10 surveys in total</i>	<i>£2,600</i>	<i>£2600</i>	<i>0</i>	<i>0</i>

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* Please add additional columns as required.

Note: Fellows are awarded a £10,000 grant that will be given in four instalments, each of £2,500. The first instalment will be released on successful completion of the 4-week training course and the necessary paperwork (approximately March 2018). All subsequent payments will be released at six month intervals, on completion of the necessary reporting requirements. Please keep this in mind when planning your project and completing your budget.

Please ensure you allocate funds towards a stakeholder workshop as this is a compulsory component of the Fellowship.

34. Permissions & permits

If you require permits for your work, e.g. to carry our research on a certain site, to work with a threatened species, or to collect or transport material, then please give details of what permits are required, and when you expect to obtain these.

35. Risk Assessment

Include here details of your medical skills, health and safety assessment, whether you have assessed the risks presented by your work, and your emergency evacuation plans. Please use the template available on the [EDGE website](#).

36. Would you be available to attend the 4-week *Conservation Tools* training course held outside of your country between the period of January-February 2018?

Answer yes or no. Specific dates will be provided to successful applicants in September 2018.

37. References

Please include details of the references you have used to support you application.