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**DIRECTORY OF U.S. FOUNDATIONS AND
PRIVATE ORGANIZATIONS WORKING ON
CONSERVATION AND DEVELOPMENT ISSUES
IN THE THIRD WORLD**

Rita Feinberg
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Single copies of this document are available free from:

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INTRODUCTION

The information presented in this paper is intended to serve as a guide to sources of help (using a broad interpretation of the word) to indigenous private voluntary organizations engaged in environmental and land/resource management activities in developing countries.

During the preparation of this resource guide for PVO's, one thing has become painfully clear. There exists no one clear-cut path to pursue, which if followed, will yield a plethora of interest, concern and subsequent commitments of financial or other kinds of support. Obvious and not so obvious potential sources of assistance have been explored, and it has led to the conclusion that success in fundraising or attracting other kinds of assistance will depend entirely on the resourcefulness of each organization. Significant time, energy and resources must be devoted to the process of identifying and then pursuing potential sources of assistance.

The list of organizations in this guide is by no means exhaustive. It includes information on a variety of organizations which have expressed a willingness to consider requests for assistance from environmental PVO's. The kinds of assistance any one organization will be able to provide depends on the nature of the organization. Some, such as the foundations listed, consider project funding and, indeed, exist primarily for the purpose of providing financial resources to organizations to carry out projects within their programmatic areas of interest. Others do not have the resources to actually fund projects, but can provide a broad range of other kinds of help to indigenous PVO's.

Within the foundation community in the United States, few are actively engaged in supporting environmental organizations, programs and projects and even fewer are inclined to take their grantmaking capabilities beyond state boundaries let alone traverse continents to practice philanthropy. Of the 37 foundations contacted during the course of this assignment, 8 have indicated a current environmental area of interest with a combined ability to make grants internationally. This does not mean to imply that the foundations listed will respond positively to proposals for funding submitted to them, but only indicates they are receptive to receiving inquiries within an environmental framework. Most foundations request an initial letter of inquiry from a potential grant seeker before a formal proposal is submitted. This allows a foundation to determine if a proposed project is within the foundation's area of particular interest and funding capabilities. Information is provided for each foundation listed, which specifies where an initial inquiry is to be sent along with the kinds of information required by the foundation.

The various environmental and conservation organizations that were explored as potential sources of help to developing country PVO's expanded the resource base but not considerably. Most are focused on developing and supporting their own organizations and programs and are struggling themselves to attract funding. Those which are included as sources of assistance in this guide are divided into the categories of fellowship and scholarship opportunities for study programs abroad and the remainder under other forms of assistance ranging from information sharing to project funding.

U.S. based Private Voluntary Organizations operating in developing countries are perhaps the largest single resource to indigenous PVO's. They operate a variety of development assistance programs and projects and are sensitive to the needs of indigenous organizations. They have demonstrated competence in providing financial, technical, managerial, and other forms of assistance in a broad spectrum of development programs. While these PVO's do not necessarily possess vast and unlimited reservoirs of money, they can offer the indigenous PVO a wealth of information, expertise and technical assistance to fill a wide variety of needs. In some instances, the potential for funding of environmental and related projects will exist and be considered by an organization, but by and large they should be looked upon as sources of guidance and assistance in areas other than financial.

The key ingredient needed to unearth assistance at a variety of levels is networking. Indigenous PVO's are well advised to seek out other organizations to establish collegial relations. Getting to know an organization and the people in it takes time but should be considered time well invested. It creates an opportunity to discover mutual areas of interest and concern, to share information about your organization and learn about another, to identify capabilities which one organization possesses and the other lacks, and for creating opportunities to help each other through collaboration. Determining the kinds of help these PVO's can provide will depend entirely on the willingness of the users of this guide to devote time and energy to the process of exploration.

Listed under Private Voluntary Organizations is a sampling of organizations operating in the developing world. Some of these organizations have programs and run projects directly related to the environment and land/resource management. Others, while not directly involved in this topical area of interest, have a keen sense of awareness about the environment and are sensitive to the implications of all development assistance programs on the environment.

Included among the information provided on Private Voluntary Organizations is:

- o the name of the organization
- o a brief description of their objectives

- o a listing of their areas of activity
- o a listing of countries where they operate

Unless otherwise instructed, contacts should be made through the local or regional offices of the organizations. In some instances addresses are provided. If the local or regional addresses can not be learned from local information services, a brief letter requesting this information, along with the names of the person to contact, should be sent to the headquarters address.

A source of potential support for environmental PVO's which has not been detailed in this resource, but which should not be overlooked by the resourceful organization is the private sector. National and multi-national companies often have community related "giving programs" in their geographic areas of operation and are responsive to local organizations' requests for financial and/or material aid.

Local chambers of commerce, the economic or commercial officers at embassies or consulates as well as telephone books and networking can assist organizations in identifying the companies operating within their geographic area. Once the companies have been identified, information should be requested from each company regarding the activities in which they are involved, along with the names of their chief executive officers. This can often be accomplished by a simple phone call or letter addressed to the public affairs officer of the company. With background information available on the companies and names of appropriate individuals within the companies, exploratory efforts should be made to determine their interest in and ability to provide funding to environmental projects. It must be borne in mind that each company has its own methods for dealing with funding requests. The process may be long and arduous but could definitely pay off if the time is taken to research companies, cultivate relationships with key persons in the company and make thoughtful presentations.

THE AGA KHAN FOUNDATION
7 rue Versonnex
P.O. Box 435
1211 Geneva 6, Switzerland

The Aga Khan Foundation promotes development and social welfare through philanthropic activities, primarily in the developing world. Its current emphasis is on the search for new ways to solve important social development problems related to education, health, nutrition, rural development and the management of renewable natural resources.

The Foundation owns, and provides financial and technical resources to medical and educational institutions, health and day care centers, and a variety of other facilities providing social development services. In addition to assistance for preventive medicine, nutrition, health education, teacher training, curriculum development and pre-school education, the Foundation supports efforts to stimulate integrated rural development, better utilization and management of renewable natural resources, and the provision of basic community services necessary to public health, primarily in Asia and Africa.

Grant Application Procedures:

Before a detailed formal application is made, a brief letter of inquiry to one of the developing country offices of the Aga Khan Foundation (listed below) is advisable in order to determine whether the Foundation's present interest and funds should include a brief summary of the proposed activity, describe its objectives, specify the amount of money requested, indicate the time period to be covered, and explain why the requesting organization is well-suited to carry out the proposed activity.

Initial inquiries should be addressed to the Executive Officer at one of the following Aga Khan Developing Country Offices nearest you:

Mr. Habib Datoobhoy, Executive Officer
Aga Khan Foundation (India)
Sarojini House, 2nd Floor
6 Bhagwan Dass Road
New Delhi 110 001
Tel.: 38.44.83
Telex: 315178

Mr. Abdul Jetha, Executive Officer
Aga Khan Foundation (Kenya)
P.O. Box 40898, Nairobi
Tel.: 27742/27369
Telex: 22196

Mr. Kahim Feerasta, Executive Officer
Aga Khan Foundation (Pakistan)
P.O. Box 10104, Karachi
Tel.: 22.01.23.11.41/22.03.98
Telex: 2606

THE FORD FOUNDATION
320 East 43rd Street
New York, New York 10017 U.S.A.
Cable Address: FORDFOUND NEWYORK

The Ford Foundation's philanthropic activities addressing the environment fall with the foundation's Rural Poverty and Resources Program. High priority is given to agricultural development, the rural poor, and natural resource management. Grants are made to help establish local research and training capacity in food production, policy-making and planning for the agricultural sector, resource management and comprehensive rural development. Additionally, the foundation supports community-based initiatives concerned with land development and improved water supply, as well as research into the longterm consequences of intensive cultivation practices.

Countries of Activity:

Africa - Algeria, Angola, Botswana, Ethiopia, Ivory Coast Kenya, Lesotho, Mali, Nigeria, Senegal, South Africa, Sudan, Tanzania, Zambia, Zimbabwe.

East Africa & Pacific - China, Indonesia, Malaysia, Philippines, Singapore, Thailand.

Latin America - Argentina, Barbados, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Mexico, Nicaragua, Peru, Trinidad and Tobago.

Near East-South Asia - Bangladesh, Egypt, India, Israel, Lebanon, Nepal, Pakistan, Sri Lanka, Yemen, West Bank (administered territory).

Grant Application Procedures:

Before any detailed formal application is made, a brief letter of inquiry is advisable in order to determine whether the Foundation's present interest and funds permit consideration of a proposal. The initial letter of inquiry should include a brief summary of the proposed activity, describe its objectives, specify

the amount of money requested, indicate the time period to be covered, and explain why the requesting organization is well-suited to carry out the proposed activity.

The Foundation has no application form. If a proposal is requested, it should include the following information:

- Objectives
- Detailed program for pursuing objectives
- Qualifications of persons engaged in the work
- A detailed budget
- Present means of support and status of applications to other funding sources.

Initial inquiries should be addressed to: The Ford Foundation Representative at the nearest overseas field office:

Asia and the Pacific

Bangladesh

Dacca - P.O. Box 98, Ramna, Dacca-2

South Asia

New Delhi, India - 55 Lodi Estate, New Delhi 110 003

Southeast Asia

Jakarta, Indonesia - P.O. Box 2030, Taman Kebon Sirih 1/4

Latin America

Andean Region and the Southern Cone

Lima, Peru - Casilla de Correo 6025

Brazil

Rio de Janeiro - Caixa Postal 49 ZC-00

Mexico and Central America

Mexico City - Alejandro Dumas 42, Mexico 5 D.F.

Middle East and Africa

Middle East

Cairo, Egypt - P.O. Box 2344

Khartoum, Sudan - P.O. Box 1794

West Africa

Lagos, Nigeria - P.O. Box 2368

Eastern and Southern Africa

Nairobi, Kenya - P.O. Box 41081

GENERAL SERVICE FOUNDATION
3080 First National Bank
St. Paul, Minnesota 55101 U.S.A.

The General Service Foundation has three thematic areas of interest and concern: Population, Resources, and Education. Within the Resources Program Area, consideration will be given to promising proposals dealing with land, water, food, and/or timber. In developing world countries, preference will be given to experimental, demonstrational and research projects or programs focusing on developing food, fuel, forage, forests and/or fertilizers.

Grant Application Procedures:

The Foundation does not use an application form. A brief letter of inquiry should be sent to the Foundation to determine the Foundation's preliminary indication of prospects for support. The letter of inquiry should include a one page summary of the proposed activity, the purpose for which funds will be used, evidence supporting the need for the program or project, objectives of the program or project, amount of money requested, who will be responsible for administration, qualifications of the organization and individuals responsible for carrying out the project or program, and what the applicant believes will be accomplished.

Inquiries should be addressed to:

David A. Lanegran, Ph.D.
Program Associate
General Service Foundation
c/o Macalester College
13 Carnegie Hall
St. Paul, Minnesota 55105

If the activity outlined in the initial letter of inquiry is within the Foundation's guidelines and interests, and if priorities and resources permit consideration of the request, the applicant will be invited to submit a formal application.

INTER-AMERICAN FOUNDATION
1515 Wilson Boulevard
Rosslyn, Virginia 22209 U.S.A.

The Inter-American Foundation's objective is to assist Latin American and Caribbean organizations that provide opportunities for the social, economic, and cultural development of low income and otherwise disadvantaged groups, fosters the participation of

indigenous groups in community and national development, encourages the emergence and growth of democratic institutions in the region, and contributes to public understanding and debate about institutions, policies, and programs that shape and constrain economic and social change. The Foundation does not have fixed priorities or guidelines for the allocation of its funding.

Grant Application Procedures:

Groups or individuals interested in submitting a proposal for funding are first advised to send a brief letter of inquiry to the Foundation outlining the project's purposes, the means proposed for achieving them, and the amount of resources required.

The following information is requested when submitting a full proposal:

- A description of the group that would manage the grant, including its history, current activities, organization and staff, sources of financing, and relations with other institutions.
- The background of the project, including its origins, objectives, and the significance of the problems it would help solve.
- A statement of the activities that the project is designed to support, the time required for completing these activities, and the expected beneficiaries of the project.
- The budget for the project, including the amount requested from the Foundation, and funds that might be available from the group itself and other sources.

Further information regarding the Inter-American Foundation's grants and fellowships and a list of recent publications can be obtained by writing to the Foundation at the above address.

THE W. ALTON JONES FOUNDATION, INC.
Two Town Hall Square, Suite #1
614 East High Street
Charlottesville, Virginia 22901 U.S.A.

One of the two thematic areas of interest which The W. Alton Jones Foundation addressed is Building a Sustainable Society through a future based on renewable natural resources. Within this program

area, emphasis is placed on renewable resources - the basic components of soil, water, air, plants, animals, and the human uses associated therewith. The Foundation takes the position that imaginative, innovative, and responsive solutions are needed to reverse such global trends as loss of topsoil, impairment of water and air resources, under-utilization of renewable energy, and mismanagement of forest, grasslands, wildlife and fisheries. The Foundation encourages grant proposals which will help preserve resources that are in danger of being lost to future generations, and proposals which develop models of sustainability and improved levels of information about the structure and functioning of renewable natural resource systems.

Grant Application Procedures:

The Foundation does not use an application form. A brief letter of inquiry from an applicant, rather than a fully developed proposal, is preferred. This permits the Foundation to provide preliminary indication of prospects for support, and conserves time and energy for all concerned. The letter of inquiry should briefly summarize the proposed activity, describe its objectives, and explain why the requesting organization is well-suited to carry out the proposed activity.

Address inquiry letter to:

Charles H. W. Foster
President
The W. Alton Jones Foundation, Inc.
Two Town Hall Aquare, Suite #1
614 East High Street
Charlottesville, Virginia 22901

If the activity outlined in the initial letter of inquiry is within the Foundation's guidelines and interest, and if priorities and resources permit consideration of the request, the applicant will be invited to submit a formal detailed proposal.

PUBLIC WELFARE FOUNDATION, INC.
2600 Virginia Avenue, N.W., Suite 505
Washington, D.C. 20037 U.S.A.

The Public Welfare Foundation strives to improve education, health, living conditions, and human happiness anywhere in the world where circumstances beyond their control have deprived people of development in keeping with their natural abilities. Among its philanthropic activities, the Foundation provides support for projects addressing environmental and ecological issues.

Grant Application Procedures:

Requests for funding submitted to the Public Welfare Foundation must be in English and in the form of a proposal. Do not submit an initial letter of inquiry.

The Foundation prefers tightly written, concise, informative proposals of not more than 10 pages in length. Proposals may be submitted at any time.

Requests for funding should follow the Grant Request Outline provided below by the Foundation. It has been designed to provide them with the pertinent information they need in consideration of a proposal.

An organization or individual submitting a proposal is asked to bear in mind that Foundation funds are a temporary source of funding. A limited period of financial need should be clearly identified in the proposal.

Suggested Grant Request Outline

Cover Sheet

Description of Organization: (Paragraph)
Purpose of Program : (Paragraph)
Tax Exempt Status :
Amount Requested :
Annual Budget Total:
Fiscal Year :
Dates of Period of Time for Which Grant is Requested:
Purpose of Grant :
Other Sources of Income/Status (include amounts):
Name, Address & Phone of Organization Submitting Proposal:
Contact Person:
Date Submitted:

End of Cover Sheet

* * * * *

Narrative
(Maximum 10 Pages)

- I. History
- II. Needs and Problem Statement
- III. Goals and Objectives
- IV. Plan of Action
- V. Past Year's Accomplishments
- VI. Method of Evaluation
- VII. Continuation of Program
 - A. How it will be financed
 - B. Long term plans

ADDENDA

- I. Structure and Administration
 - A. Board of Directors, responsibilities, involvement, and frequency of meetings of Board.
 - B. Staff - 1) how many, 2) qualifications, 3) salary, 4) resume and job description of director or principals involved.
 - C. Proof of IRS Tax-Exemption from applicant or fiscal agent (include an agreement letter from fiscal agent).
- II. Budget
 - A. Current organization budget
 - B. Past years' organizational budget.
- III. Financial Statements - Past Year
 - A. Balance Sheet
 - B. Profit/loss statement - itemize income sources
 - C. Complete audit, if available
- IV. Letters of support/recommendation: resource people familiar with the program.
- V. Other support, amounts, and names, phone numbers of Foundation staff members who investigated the program.

ROCKEFELLERS BROTHERS FUND
1290 Avenue of the Americas
New York, New York 10014 U.S.A.

The Rockefeller Brothers Fund program is organized around a global theme - "One World" - with two major components: Resources and Security. The Fund recognizes the need for balance and foresight in resources management for the benefit of mankind and promotes a

blending of social, economic and ecological concerns. Known as "eco-development," this concept has at its core the goal of a sustainable use of resources for human benefit. The Fund supports projects which foster agricultural techniques which avoid the destruction of natural resources; supports programs and institutions in the developing world which link capital, human talents, and cultural values in self-help efforts aimed at improving the balance between population and production on the one hand, and land, water, air and other natural resources on the other; supports efforts to create methods of production and energy generation which are smaller, more flexible, more diversified, less polluting, and oriented toward renewal and less toward consumption of natural resources, and which at the same time, improve the general economic well-being of all people.

Grant Application Procedure:

A simple letter of inquiry from an applicant, rather than a fully developed proposal, is preferred. This permits the Foundation to provide preliminary indication of prospects for support, and conserves time and energy for all concerned. The letter of inquiry should briefly summarize the proposed activity, describe its objectives, specify amount of money requested, indicate the time period to be covered and explain why the requesting organization is well-suited to carry out the proposed activity.

Address inquiry letter to: Rockefeller Brothers Fund
at the above address

THE ROCKEFELLER FOUNDATION
1133 Avenue of the Americas
New York, New York 10036 U.S.A.

The Rockefeller Foundation directs its work toward identifying and attacking the underlying causes of human suffering and need. The foundation supports projects within the following five program areas: Arts, Humanities and Contemporary Values; Conquest of Hunger; Equal Opportunity; International Relations; and Population and Health.

Grant Application Procedures:

No special form is required in making request for Foundation aid. An application should contain a brief description of the project and show the special qualification and accomplishments of the person or persons who would undertake to carry it out. In addition, applications should include a comprehensive plan for the funding of the project both during and, where applicable, after the proposed grant period.

Inquiries should be addressed to the secretary of the Foundation or to the director for the division in which the proposal would seem to fall and sent to The Rockefeller Foundation at the above address.

PRIVATE VOLUNTARY ORGANIZATIONS

1. APPROPRIATE TECHNOLOGY INTERNATIONAL

1724 Massachusetts Avenue, N.W.
Washington, D.C. 20036 U.S.A.
Telex No./Cable Address: 64661 ATI/ATINT WASH DC

ATI provides assistance and financial support to indigenous organizations for projects that directly benefit the poor. The projects adapt technology to local skills and conditions in order to add value to local resources. Assistance is provided for project planning, implementation, management and evaluation.

Countries of Activity: Africa - Botswana, Cameroon, Kenya, Lesotho, Malawi, Mali, Sierra Leone, Tanzania, Togo, Zimbabwe. East Asia & Pacific - Indonesia, Philippines, Thailand, Vanuatu. Latin America - Barbados, Bolivia, Columbia, Dominica, Dominican Republic, Grenada, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua. Near East-South Asia - Bangladesh, India, Sri Lanka.

Initial Contact - ATI (above address)

2. AFRICAN-AMERICAN LABOR CENTER

1125 15th Street, N.W., Suite 404
Washington, D.C. 20005 U.S.A.
Telex No./Cable Address: 710-822-1115/AFAMLABOR WSH

The African-American Labor Center's objective is to support the development of free, democratic, self-sufficient, responsible and effective trade unions in Africa in order to enable trade unions to participate in the process and benefits of economic, social and political development. All AALC projects develop from proposals by African trade union centers with the concurrence of the host governments. Current programs of assistance include: construction & housing, cooperatives & credit loans, education & vocational training, enterprise development & management and material aid in the form of furnishings and equipment.

Countries of Activity: Africa - Botswana, Burundi, Djibouti, Gabon, Gambia, Ghana, Ivory Coast, Kenya, Lesotho, Liberia, Malawi, Mali, Mauritania, Niger, Rwanda, Senegal, Sierra Leone, South Africa, Sudan, Togo, Uganda, Upper Volta, Zaire, Zambia, Zimbabwe. Near East-South Asia - Egypt.

Initial contact - Local affiliate of AALC

3. **AMERICAN INSTITUTE FOR FREE LABOR DEVELOPMENT**

1015 20th Street, N.W.

Washington, D.C. 20036 U.S.A.

Cable Address: FREELAB WASHINGTON DC

The American Institute for Free Labor Development's objective is to attain a fully integrated, democratic national community in Latin American countries through development and strengthening of democratic trade unions and the incorporation and participation of marginal sectors of rural and urban workers in the economic, civic, cultural, social and political life of their countries. Current programs of assistance include: community development, cooperatives & credit unions, construction & housing, education, enterprise development & management, and material aid for disaster relief.

Countries of Activity: Latin America - Barbados, Brazil, Chile, Columbia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Panama, Uruguay, Venezuela.

Initial Contact - Local affiliate of AIFLD

4. **ASIAN-AMERICAN FREE LABOR INSTITUTE**

1125 15th Street, N.W., Suite 401

Washington, D.C. 20005 U.S.A.

Cable Address: AAFLIN WASHINGTON DC

The Asian-American Free Labor's objectives is to assist in the development of free and effective trade unions in Asia and the Middle East as viable institutions capable of playing a role in the development of national economies. Current programs of assistance include: communications, community development, cooperatives & credit loans, education, and medicine & public health.

Countries of Activity: East Asia & Pacific - Fiji, Indonesia, Korea, Malaysia, Papua New Guinea, Philippines, Thailand. Near East-South Asia - Bangladesh, Cyprus, India, Israel, Jordan, Lebanon, Pakistan, Sri Lanka, Turkey.

Initial Contact - Local affiliate of AAFLI

5. **CARE**

660 First Avenue

New York, New York 10016 U.S.A.

Telex No./Cable Address: 842-614668/PARCELUS NY

CARE's objective is to assist underprivileged people to help themselves lead healthier and more productive lives, emphasizing self-reliance and self-improvement. Current programs of assistance include: community development, construction & housing,

cooperatives & credit loans, enterprise development & management, food production & agriculture among which assistance is provided in reforestation & land management for increased crop yields & soil conservation, material aid, medicine & public health, nutrition, population & family services.

CARE's experience in reforestation and soil conservation makes it a pioneer in environmental protection among international private voluntary agencies. Through its Renewable Natural Resource program, CARE will continue to expand its work in natural resource conservation and community development.

Countries of Activity: Africa - Cameroon, Chad, Congo, Kenya, Lesotho, Liberia, Mali, Niger, Sierra Leone, Somalia, Sudan, Tunisia. East Asia & Pacific - Hong Kong, Kampuchea, Philippines, Thailand. Latin America - Belize, Bolivia, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, Guatemala, Haiti, Honduras, Nicaragua, Panama, Peru. Near East-South Asia - Bangladesh, Egypt, India, Jordan, Nepal, Sri Lanka, West Bank (administered territory).

Initial Contact - CARE Director in country.

6. CATHOLIC RELIEF SERVICES

1011 First Avenue

New York, New York 10022 U.S.A.

Telex No./Cable Address: 224241, 667207; CATHWEL NEWYORK

The objectives of Catholic Relief Services are to assist the poor to alleviate their immediate needs; to support self-determined community activities, to eradicate the root causes of poverty; to collaborate with groups in programs contributing to a just society. CRS provides financial and material support to local social welfare and development agencies. Current programs of assistance include: community development, construction & housing, cooperatives & credit/loans, education, enterprise development and management, material aid, medicine & public health, nutrition, population & family planning and social welfare. Of the over 70 countries in which CRS is presently working, 50 of those countries are dealing with environmental projects.

Countries of Activity: Africa - Benin, Burundi, Cameroon, Cape Verde, Chad, Bjiouti, Ethiopia, Gambi, Ghana, Ivory Coast, Kenya, Lesotho, Liberia, Madagascar, Malawi, Mauritania, Morocco, Niger, Rwanda, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, Sudan, Tanzania, Togo, Tunisia, Uganda, Upper Volta, Zaire, Zimbabwe. East Asia & Pacific - Fiji, Indonesia, Kampuchea, Korea, Mao, Papua New Guinea, Philippines, Solomon Islands, Thailand, Tonga, Western Samoa. Latin America - Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador, Guatemala,

Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, St. Vincente and the Grenadines, Uruguay. Near East-South Asia - Egypt, Greece, India, Jordan, Lebanon, Pakistan, Sri Lanka, Turkey, West Bank, Yemen (Sana'a).

Initial Contact - Catholic Relief Services personnel in-country or at above address.

7. **CHURCH WORLD SERVICE**

475 Riverside Drive

New York, New York 10115 U.S.A.

Telex No./Cable Address: RCA 224571/TWX710-581-59 81

Church World Service's objective is to serve as the relief, refugee service, and rehabilitation and development arm of the National Council of Churches. Current programs of assistance include: community development, construction and housing, cooperatives and credit/loans, economic policy & planning, education, enterprise development & management, food production & agriculture, material aid, medicine & public health, nutrition, population & family planning and social welfare.

Countries of Activity: Africa - Algeria, Angola, Botswana, Burundi, Cameroon, Cape Verde, Chad, Comor Islands, Congo, Ethiopia, Gabon, Ghana, Guinea-Bissau, Kenya, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Mauritania, Mauritius, Mozambique, Namibia, Niger, Nigeria, Rwanda, Senegal, South Africa, Sudan, Swaziland, Tanzania, Uganda, Zaire, Zambia, Zimbabwe. East Asia & Pacific - Burma, Fiji, Hong Kong, Indonesia, Korea, Laos, Papua New Guinea, Philippines, Singapore, Taiwan, Thailand, Tonga, Vietnam, Western Samoa. Latin America - Barbados, Belize, Bolivia, Brazil, Chile, Colombia, Costa Rica, Dominica, Dominican Republic, Ecuador, El Salvador, Guatemala, Guyana, Haiti, Honduras, Jamaica, Nicaragua, Panama, Peru, Trinidad & Tobago, Uruguay, Venezuela. Near East-South Asia - Bangladesh, Cyprus, Egypt, Greece, India, Israel, Jordan, Lebanon, Pakistan, Sri Lanka, Syria, Turkey, West Bank and Gaza Strip (administered territories).

Initial Contact - CWS (above address)

8. **COORDINATION IN DEVELOPMENT, INC. (CODEL)**

79 Madison Avenue

New York, New York 10016 U.S.A.

The CODEL Environment and Development Program assists private voluntary agencies incorporate environmental considerations into the planning, implementation and monitoring of small-scale development projects. This assistance includes workshops, training programs, informational materials, cooperation with local organizations in developing countries, as well as a clearinghouse of information about available resources.

CODEL's objective is to promote a coordinated approach to development among Christian mission sending societies and service organizations working overseas. It serves as a clearinghouse to share techniques and coordinate plans of its member agencies; sets up project guidelines to aid members in setting goals and methods and provides fund raising assistance to selected projects. Current programs of assistance include: community development, cooperatives & credit/loans, education, economic policy & planning, and food production & agriculture.

Countries of Activity: (where member-sponsored projects are assisted by CODEL) Africa - Botswana, Cameroon, Ethiopia, Gambia, Ghana, Kenya, Lesotho, Madagascar, Malawi, Nigeria, Sierra Leone, South Africa, Sudan, Swaziland, Tanzania, Uganda, Upper Volta, Zaire, Zimbabwe. East Asia & Pacific - Burma, Fiji, Hong Kong, Indonesia, Papua New Guinea, Philippines, Solomon Islands, Thailand, Tonga, Vietnam, Western Samoa. Latin America & Caribbean - Bolivia, Brazil, Colombia, Dominica, Dominican Republic, Ecuador, El Salvador, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Peru, St. Lucia, St. Vincent. Near East-South Asia - Bangladesh, Egypt, India, Israel, Nepal, Pakistan, Sri Lanka.

Initial Contact - CODEL (above address)

9. **FOOD FOR THE HUNGRY INTERNATIONAL**
International Coordination Center
7729 East Greenway Road
Scottsdale, Arizona 85260 U.S.A.

Food for the Hungry International's objective is to provide food and material aid for disaster relief; to establish on-going relief and rehabilitation programs; to operate food-for-work programs and assist food development projects; to eliminate causes of hunger through development of small-scale technology using renewable energy resources. Current programs of assistance include: community development, construction & housing, education, enterprise development & management, food production & agriculture, material aid, medicine & public health, nutrition and social welfare.

Countries of Activity: Africa - Kenya, Liberia, Somalia. East Asia & Pacific - Philippines, Thailand. Latin America - Bolivia, Dominican Republic, Guatemala, Peru. Near East-South Asia - Bangladesh, India, Nepal.

Initial Contact - Food for the Hungry International
(above address)

10. **GLOBAL WATER**
2033 M Street, N.W., Suite 300
Washington, D.C. 20036 U.S.A.
Telex No./Cable Address: 904059/WSH

Global Water's objective is to raise public awareness of and promote public support for addressing the world-wide crisis of diminishing sources of clean and accessible water. Current programs of assistance include: medicine & public health through which small-scale, local projects such as well building & hand pump installation are supported; assists governments in developing national strategies for providing clean water and sanitation.

Country of Activity: Africa - Central African Republic.

Initial Contact - Global Water (above address)

11. **LUTHERAN WORLD RELIEF**
360 Park Avenue
New York, New York 10010
Telex No./Cable Address: WUI 620651/LUTWORL NEWYORK

Lutheran World Relief's objective is to assist needy people outside the U.S. in disaster and emergency situations, and social welfare and development programs with a focus on long-range integrated community development, construction & housing, cooperatives & credit/loans, economic policy & planning, education, food production & agriculture, material aid, medicine & public health, nutrition, population & family services, public administration and social welfare.

Countries of Activity: Africa - Botswana, Cameroon, Ethiopia, Kenya, Liberia, Madagascar, Mauritania, Mozambique, Namibia, Niger, Somalia, Sudan, Swaziland, Tanzania, Togo, Uganda, Zamb, Zimbabwe. East Asia & Pacific - Kampuchea, Philippines, Ecuador, Guatemala, Honduras, Nicaragua, Peru, Uruguay. Near East-South Asia - Bangladesh, India, West Bank (administered territory).

Initial Contact - Lutheran World Relief (above address)

12. **MEALS FOR MILLIONS**
1644 Da Vinci Court
Davis, California 95616 U.S.A.
P.O. Box 2000, Davis, California 95617 U.S.A.
Cable Address: MEALFOMIL

Meals for Millions' objective is to strengthen the capabilities of developing communities to solve their own food and nutrition problems. Current programs of assistance: nutrition - works

with local governmental agencies, private and church groups, and local community representatives to develop and implement applied nutrition programs; provides training, disseminates information; identifies, adapts and tests technologies.

Countries of Activity: Africa - Kenya, Sierra Leone. East Asia & Pacific - Korea, Thailand. Latin America - Antigua, Ecuador, Honduras.

Initial Contact - Meals for Millions (above address).

13. NEAR EAST FOUNDATION

29 Broadway, Suite 1125
New York, New York 10006 U.S.A.
Cable Address: NEAREAST NEWYORK

The Near East Foundation's objective is to improve the economic and agricultural conditions among rural populations of the Near East, Asia, and Africa through education, demonstrations and training by technical experts. Current programs of assistance include: education, food production & agriculture, medicine & public health, social welfare.

Countries of Activity: Africa - Gambia, Liberia, Nigeria, Sudan, Swaziland. Near East-South Asia - Bhutan, Egypt, Jordan, Lebanon, West Bank (administered territory).

Initial Contact - Mr. John Sutton, President
Near East Foundation
(above address)

14. PAN AMERICAN DEVELOPMENT FOUNDATION

1889 F Street, N.W.
Washington, D.C. 20006 U.S.A.
Telex No./Cable Address: 440251 FUPAD WASHINGTON DC

The Pan American Development Foundation's objective is to improve the standard of living of people in low income groups in Latin America and the Caribbean through the provision of credit, income generation, vocational training, increased private sector involvement, and improved health care. Current programs of assistance include: enterprise development & management, food production & agriculture, material aid, medicine & public health.

Under the enterprise & management assistance program, the foundation assists in the establishment and expansion of autonomous, indigenous National Development Foundations (NDFs). These NDFs eventually become members of SOLIDARIOS, the Council of Development Foundations, based in the Dominican Republic.

Technical assistance is to emerging NDFs, representatives of development groups other than NDFs can be included in regional training programs which address issues such as organizational management, staff selection, financial management, project proposal development for external funding and other related aspects of institutional strengthening. The NDFs belonging to SOLIDARIOS should also be explored as potential sources of in-country assistance, and are listed below along with their addresses. Additional information on NDFs established or emerging in a particular country can be obtained through the Pan American Development Foundation at the above address.

Countries of Activity: Latin America - Antigua, Argentina, Bahamas, Barbados, Belize, Bolivia, Brazil, Chile, Colombia, Costa Rica, Dominica, Dominican Republic, Ecuador, El Salvador, Grenada, Guyana, Haiti, Honduras, Jamaica, Mexico, Montserrat, Nicaragua, Panama, Paraguay, Peru, St. Kitts-Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, Uruguay, Venezuela.

Initial Contact: Ms. Phoebe Landsale
Pan American Development Foundation
(above address)

Addresses of SOLIDARIOS:

Instituto de Desarrollo Social y Promocion Humana (INDES)
Buenos Aires, Argentina

Centro para el Desarrollo Social y Economico (DESEC)
Cochabamba, Bolivia

Fundacion Nacional para el Desarrollo Social (FUNDES)
Cali, Colombia

Fundacion Costarricense de Desarrollo (FUCODES)
San Jose, Costa Rica

Fundacion Ecuatoriana de Desarrollo (Zona Norte) (FEDED)
Quito, Ecuador

Fundacion Ecuatoriana de Desarrollo (Zona Zur) (FEDED)
Guayaquil, Ecuador

Fundacion del Centavo (FUNDACEN)
Guatemala, Guatemala

Fondation Haitienne de Developpement
Port-au-Prince, Haiti

Fundacion Hondurena de Desarrollo (FUNHDESA)
Tegucigalpa, Honduras

Fundacion Mexicana para el Desarrollo Rural
Mexico City, Mexico

Fundacion Nicaraguense de Desarrollo (FUNDE)
Managua, Nicaragua

Fundacion Dominicana de Desarrollo (FUNDADOM)
Santo Domingo, Dominican Republic

Trinidad and Tobago Development Foundation
Port of Spain, Trinidad

Instituto de Promocion Economico-Social del Uruguay (IPRU)
Moncevideo, Uruguay

15. **PARTNERS OF THE AMERICAS**

(National Association of the Partners of the Alliance, Inc.)
1424 K Street, N.W.

Washington, D.C. 20005 U.S.A.

Telex No./Cable Address: 64261/NAPAR WASHINGTON DC

Partners of the Americas' objective is to provide training and service opportunities to Latin American and Caribbean professionals through institutional resources available in their U.S. "Partner" states, especially in the areas of agriculture & rural development, health services, women in development, education & vocational training, rehabilitation, special education & community education. Current programs of assistance include: communications, community development, construction & housing, cooperatives & credit/loans, education, enterprise development & management, food production & administration, social welfare.

Partners of the Americas provide assistance in the form of grants, funds for training of specialists in their partner states, and funds for travel to provide technical assistance to projects. Partners of the Americas works through established committees in each country and the country's counterpart committee in a given state in the United States.

Countries of Activity: Latin America - Antigua, Bolivia, Belize, Bolivia, Brazil, Colombia, Costa Rica, Dominica, Dominican Republic, Ecuador, El Salvador, Guatemala, Haiti, Honduras, Jamaica, Mexico, Montserrat, Nicaragua, Panama, Paraguay, Peru, St. Kitts/Nevis, St. Lucia, St. Vincent, Trinidad and Tobago, Uruguay, Venezuela.

Initial Contact - Inquiries should be made through the established country committee. To determine the contact person and their address in any country of activity, a letter of inquiry may be sent to Partners of the Americas at the above address.

16. PEACE CORPS

806 Connecticut Ave. NW
Washington, DC 20526

The goals of the Peace Corps are to help promote world peace and friendship; to help developing countries to meet their needs for skilled men and women; to help promote mutual understanding between the people of the United States and those of developing nations. Through its corps of volunteers, skills are provided in a wide variety of programs such as: maternal and child health, fresh water fisheries, agriculture extension, vocational training, public administration, small business consulting, natural resource development, forestry, conservation and energy. The Peace Corps has environmental conservation programs in many of their countries of activity and welcome opportunities to work in collaboration with host country individuals and organizations.

Initial Contact - Peace Corps Director in-country.

17. ROTARY INTERNATIONAL

1600 Ridge Avenue
Evanston, Illinois 60201

Rotary International is a world-wide organization of business and professional men whose objective is to provide humanitarian service, encourage high ethical standards in all vocations and help build good will and peace in the world. More than 20,000 Rotary Clubs in 157 countries and regions are associated as Rotary International and work through the International organization. Current programs of assistance include: community development, education, food production & agriculture, medicine & public health, nutrition.

Countries of Activity: (only includes countries where there are Health, Hunger and Humanity (3-H) Programs; exchange and other programs are carried out in many of the 157 countries with Rotary Clubs and Districts): Africa - Malawi, Mali, Morocco, Sierra Leone, Tanzania, Uganda. East Asia & Pacific - Hong Kong, Philippines, Thailand. Latin America - Belize, Bolivia, Dominican Republic, Haiti, Honduras, Jamaica, Mexico, St. Vincente and the Grenadines. Near East-South Asia - Bangladesh, India, Pakistan.

Initial Contact - Local Rotary Clubs (usually have offices in large cities)

18. SAVE THE CHILDREN FEDERATION, INC.

54 Wilton Road
Westport, Connecticut 06880 U.S.A.
Cable Address: SAVCHILD WESTPORT

Save the Children's objective is to improve the quality of life and defend the rights of children; to help needy communities develop the skills and institutions necessary to insure a secure future for their children. Focus is on community self-help through community organization, training and technical assistance. Current programs of assistance include: community development, construction & housing, cooperatives & credit/loans, education, enterprise development & management, food production & agriculture, medicine & public health.

Countries of Activity: Africa - Cameroon, Malawi, Somalia, Tunisia, Upper Volta, Zambia, Zimbabwe. East Asia & Pacific - Indonesia, Kiribati, Korea, Philippines, Thailand, Tuvalu. Latin America - Colombia, Dominica, Dominican Republic, Ecuador, El Salvador, Guatemala, Haiti, Honduras, Mexico, Nicaragua. Near East-South Asia - Bangladesh, Bhutan, Egypt, Greece, Israel, Lebanon, Nepal, Sri Lanka, West Bank & Gaza Strip (administered territories).

Initial Contact - Individual in-country director of SAVE.

19. **YOUNG MEN'S CHRISTIAN ASSOCIATIONS OF THE UNITED STATES**

International Division of the National Board
101 North Wacker Drive
Chicago, Illinois 60606 U.S.A.
Telex No./Cable Address: 6871326

The YMCA's objective is to join with people around the world in working for harmonious interdependence and world peace; to strengthen and cooperate with indigenous YMCA movements in the less developed world in the planning and implementation of social and economic development programs. Working in collaboration with the World Alliance of YMCAs, based in Geneva, the U.S. YMCA is involved with programs which focus on development, education, leadership training, vocational training/job creation, health/nutrition/family management and agricultural/rural community development. Current programs of assistance include: community development, cooperatives & credit/loans, education, enterprise development & management, food production & agriculture, medicine & public health, population & family services, social welfare.

Countries of Activity: Africa - Ethiopia, Ghana, Kenya, Liberia, Nigeria, Senegal, Sierra Leone, Uganda, Zambia, Zimbabwe. East Asia & Pacific - Fiji, Hong Kong, Indonesia, Korea, Malaysia, Papua New Guinea, Philippines, Singapore, Taiwan, Thailand, Western Samoa. Latin America - Argentina, Chile, Colombia, Guatemala, Mexico, Panama, Paraguay, Peru, Uruguay, Venezuela. Near East-South Asia - Bangladesh, Egypt, Greece, India, Israel, Lebanon, Pakistan, Sri Lanka, Turkey, West Bank and Gaza Strip (administered territories).

Initial Contact - Local YMCA

20. **YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF THE U.S.A.**
World Relations Unit of the National Board
135 West 50 Street
New York, New York 10020
Cable Address: EMISSARIUS NEWYORK

The YWCA's objective is within the framework of the World YWCA located in Geneva to plan and execute the international program of the National Board of the YWCA of the U.S.A., emphasizing cooperation in leadership development, grants for program and extension projects, and assistance in building projects. Current programs of assistance include: community development, construction & housing, education, enterprise development & management, medicine & public health, social welfare.

Countries of Activity: Africa - Botswana, Gambia, Ghana, Kenya, Madagascar, Sierra Leone, South Africa, Tanzania, Uganda, Zambia, Zimbabwe. East Asia & Pacific - Burma, Fiji, Papua New Guinea, Philippines, Solomon Island, Western Samoa. Latin America - Argentina, Bolivia, Brazil, Chile, Colombia, Guyana, Jamaica, Mexico, Peru, Uruguay. Near East-South Asia - India, Lebanon.

Initial Contact - Local YWCA.

The following organizations are potential sources of assistance for a range of needs including information sharing, technical assistance and funding.

CULTURAL SURVIVAL

Cambridge, Massachusetts

ENVIRONMENT LIAISON CENTER

P.O. Box 72461

Nairobi, Kenya

Telex: 23240 ENVICENTE NAIROBI

The Environment Liaison Center serves as an umbrella organization for over 200 Private Voluntary Organizations (PVOs) dealing with environment and development issues. Its members operate in 46 developing and 26 developed countries, and the Center maintains working relations or contacts with approximately 2,000 environment and development PVOs all over the world. The Center provides assistance to PVOs through a small grants fund, by providing technical assistance on specific issues, through internships and staff exchanges, in the preparation and distribution of "how-to papers", by assisting with project design and fundraising, and PVO management and administration, and through training workshops for editors and journalists. The Center also works to build links between environmental PVOs from all parts of the world, and itself serves as a link between PVOs and the United Nations Environment Programme (UNEP) and other United Nations agencies.

Initial inquiries should be addressed to Environment Liaison Center at the above address.

ENVIRONMENTAL POLICY INSTITUTE

218 D Street SE

Washington, DC

The Environmental Policy Institute is a research and educational organization known for targeting significant national energy and environmental issues. It is a national information center on energy and environmental issues for government agencies, industry, the media, and local citizen organizations. The Institute under their Water Resources Policy Project analyzes national and international water development projects and works to develop national policies in these areas. As a potential resource to third world environmental organizations, the Institute is a source of information on environmental issues and can (particularly in the area of water resources) provide technical assistance on a contractual basis to organizations seeking their expertise.

Initial inquiries should be addressed to Environmental Policy Institute at the above address.

ENVIRONMENTAL RESEARCH PROJECTS
100 Pier Village
Ocean Road
Narragansett, Rhode Island 02882

SIERRA CLUB INTERNATIONAL EARTHCARE CENTER
228 East 45 Street
New York, NY 10017
Cable Address: SIERRACLUB, NEW YORK

The Sierra Club International Earthcare Center was established in conjunction with the Club's expanded international program addressing deteriorating global environmental conditions. Current programs and campaigns to promote environmental awareness and involvement include: a campaign to promote protection of natural areas and genetic diversity worldwide; a campaign to implement the environmental protection standards of the Law of the Sea Treaty; a campaign to control the export and misuse of pesticides; and a Caribbean campaign to make the United Nations Environmental Programme's Caribbean Action Plan effective and to strengthen citizen environmental groups in the region. Technical Advisory Committees provide advice and assistance in developing and carrying out projects. While not a direct funder, the Club can assist in finding third party funding for projects on a case by case basis.

Inquiries should be addressed to Sierra Club International, Earthcare Center at the above address.

UNITED NATIONS ENVIRONMENTAL PROGRAMME
P.O. Box 47074
Nairobi, Kenya

The United Nations Environmental Programme coordinates the environmental activities of the United Nations system. It provides financial support for projects within a broad range of environmental activities such as environment and development, environmental awareness, oceans, water, terrestrial ecosystems, arid and semi-arid lands ecosystems and desertification control, health and human settlements, the arms race and the environment, and regional and technical cooperation. Request for additional information on UNEP and the programs which they coordinate should be sent to the above address or to one of the following regional offices:

Asia Region

United Nations Building, 10th floor
Rajadamnern Ave.
Bangkok, Thailand

Latin America
Edificio Naciones Unidas
Presidente Mazaryk 29
Ap. Postal 6-718
Mexico City 5, D.F. Mexico

Middle East
P.O. Box 4656
Queidat Building
Bir Hassan
Beirut, Lebanon

WORLD WILDLIFE FUND-US
1601 Connecticut Ave. NW
Washington, DC 20009

The major objective of the World Wildlife Fund-US is to ensure that the full range of the earth's biological resources are protected within ecosystems wisely managed for their maintenance. WWF-US concentrates its work in the Caribbean and Latin America but also supports projects in North America, Africa and Asia, and in a variety of ecosystems, both terrestrial and marine. Much of the WWF-US's work is directed toward establishing national parks and similar reserves. However, recognizing that the vast majority of each nation's landscape, including aquatic areas, will not achieve such protection, support is provided for the development of techniques for sustainable use of living resources and wise land use planning.

The program strategy of WWF-US is to develop projects according to scientifically and socially sound criteria, and to give priority to projects which simulate conservation activities, serve as models for similar work, and generate public understanding of and commitment to conservation objectives. Ideally, projects are conducted by local individuals, institutions or government agencies.

Grant Application Procedures:

Before encouraging preparation of a formal proposal, WWF-US recommends that applicants provide the information requested in the cover sheet (below) along with instructions for completing the cover sheet and submit it with a brief letter of inquiry and a curriculum vitae or institutional description.

Inquiries should be addressed to Mrs. Nancy Hammond, Project Administrator at the World Wildlife Fund-US at the above address.

INSTRUCTIONS FOR PREPARATION OF COVER SHEET

I. COVER SHEET

This portion of the proposal is to be submitted on the attached form. Please do not exceed the space provided.

- 1) Title: (project title)

- 2) Applicant(s): Provide names, addresses and phone numbers of project directors. Please provide institutional address and, if applicable, the contact address and phone number in the field. If the application is being submitted by an institution, please provide the name of a contact person.

- 3) Project Period: Please give the dates for which current funding is sought.

- 4) Total Budget: State the total costs of the project. For multi-year projects, show overall costs, plus yearly breakdown costs.

- 5) Amount Requested From WWF-US: State amount being requested with this application and, for multi-year projects, indicate which year (2nd, 3rd etc.) the current request would cover.

- 6) Support From Other Sources: Identify all other funding sources, confirmed or pending and indicate the amount of funding which has been either committed or requested.

- 7) Abstract: The abstract should provide a concise summary of the project. The project description section of the proposal outline (See II) may be used as a guide to the types of information requested.

ITEMS 8 THRU 11 ARE NOT TO BE FILLED IN BY APPLICANT

- 8) Previous WWF-US Support:

- 9) Staff Recommendation:

- 10) Expiration Date:

- 11) Staff Project Officer(s):

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The following organizations provide a variety of fellowship opportunities in the environmental and conservation fields for individuals to travel and study in the United States and other countries of activity.

AFRICAN WILDLIFE FOUNDATION
1717 Massachusetts Ave. NW
Washington, DC 20036
Cable: TEMBO/WASHINGTON DC

The African Wildlife Foundation's objective is to help African Nations develop expertise in wildlife management and conservation and to support projects which increase understanding of existing wildlife populations and their role in the ecology. Current programs of assistance include: funds and resources for education, scholarships for Africans engaged in study for university degrees in wildlife ecology and related subjects.

Countries of Activity:

Africa: Botswana, Cameroon, Central African Republic, Ethiopia, Gambia, Ivory Coast, Kenya, Liberia, Malawi, Nigeria, Rwanda, Senegal, Sierra Leone, Somalia, Sudan, Tanzania, Uganda, Zaire, Zambia.

Initial Contact:

For information regarding scholarships, inquiries should be made through the local wildlife ministries of the governments where the African Wildlife Foundation has activities.

THE COOLIDGE CENTER FOR ENVIRONMENTAL LEADERSHIP
c/o The Arnold Arboretum
Arborway
Jamaica Plain, Massachusetts 02130

The Coolidge Center for Environmental Leadership was formed to encourage international understanding of the relationship between human activities and natural systems. Its aim is to promote environmental leadership by professional education, training, and advancement in the policy and practice of environmental management.

The Center is based in New England and provides training opportunities for professionals and students from within the region and abroad. The emphasis is upon familiarizing current and future leaders with the concept of sustainable development and encouraging the exchange of ideas and people across traditional boundaries.

The Center plans to coordinate an international professional and intern exchange program. Two program options are planned: a working fellowship and a traveling program. The working fellowship will entail placement in a cooperating organization for a period of time to gain "hands on" experience and to allow for sharing of ideas and approaches to common problems. The traveling program will be organized around a specific theme and will involve workshops and meeting with the participants' counterparts in New England as well as appropriate field trips.

For additional information regarding The Coolidge Center for Environmental Leadership and their international exchange program, write to the organization at the above address.

NATURAL RESOURCES DEFENSE COUNCIL, INC.
122 East 42nd Street
New York, NY 10168

The Natural Resources Defense Council is an environmental protection organization with over 40,000 members in the U.S. and abroad. The organization's staff works on a range of environmental and natural resource issues, including energy, air and water pollution, coastal zone management, forestry, wildlife trade, environmental impact assessment, and toxic chemicals. The Natural Resources Defense Council has an active international program with an emphasis on environmental and natural resource issues of concern to developing countries, including environmental aspects of development assistance, exports of hazardous substances and technologies, tropical forests, and wildlife.

The Stephen P. Duggan Fellowship Program of the Natural Resources Defense Council provides an opportunity for professional in developing nations to come to the United States for study and practical experience in the area of environment and natural resources. The Fellowship is open to applicants who are working on environmental or natural resources issues in non-governmental organizations, governmental agencies, or academic institutions.

The Fellow will be able to spend up to two months in NRDC offices in Washington and New York, drawing upon the broad expertise of NRDC attorneys, scientists and other staff members. The Fellowship will be tailored to the professional needs and interests of each Fellow.

Applicants should possess a record of accomplishment with an environmental organization, academic institution, or governmental agency, and fluency in English. Applicants should be able to demonstrate that the Fellowship would make a unique or exceptional contribution to their continued work in environmental protection in their home countries.

Application forms can be obtained by writing to the NRDC International Committee at the above address.

THE NATURE CONSERVANCY
International Program
1785 Massachusetts Ave. NW
Washington, DC 20036

The Nature Conservancy is the leading U.S. private organization devoted to the identification and acquisition of land for the protection of outstanding natural areas. Internationally, the organization has focused their attention on assisting government agencies and local conservation organizations to protect a variety of ecological reserves. The geographic areas of activity include: Canada, the Caribbean and Central America.

Fellowships are available but limited to individuals within organizations with whom the Nature Conservancy is already working or intends to work. The fellowships are tailored to the specific, identified needs of a particular land-saving organization and can cover a broad range of organizational needs.

Additional information on the Nature Conservancy and fellowship opportunities can be obtained by writing to the Nature Conservancy at the above address.

RARE ANIMAL RELIEF EFFORT, INC. (RARE)
1601 Connecticut Ave. NW
Washington, DC 20009

RARE is dedicated to the protection of the world's wildlife species and their endangered habitats. It is an affiliate of the World Wildlife Fund with primary responsibility in the area of international environmental education. In addition to assisting with the establishment of parks and reserves, RARE has developed a variety of environmental education materials to help government and business decision-makers, the general public and children understand the complexity of their environment, identify endangered species, and appreciate the need for wise conservation.

Countries of Activity:

RARE's primary focus of activity is Latin America.

Initial Contact:

For information regarding fellowship opportunities through RARE inquiries should be addressed to RARE at the above address.

SMITHSONIAN TROPICAL RESEARCH INSTITUTE
P.O. Box 2072
Balboa, Republic of Panama

The Smithsonian Tropical Research Institute is a major center for the study of tropical biology. The Institute's staff carries out basic research on the ecology, behavior and evolution of tropical

plants and animals. In addition, it supports education and training in tropical biology, as well as the study and encouragement of conservation in the tropics. Although based in Panama, the Institute supports research throughout the tropics and is affiliated with other tropical research stations in South America, Papua New Guinea and the Galapagos Islands.

As a bureau of the Smithsonian Institution, the Smithsonian Tropical Research Institute supports education and advanced training in tropical biology in a number of ways, including one-year pre and post-doctoral fellowships. Short-term fellowships are also awarded to advanced undergraduate students and to beginning graduate students. Students in developing nations are encouraged to apply.

Request for information on these fellowships should be addressed to the Education Coordinator at the above address.

INTERNATIONAL ORGANIZATIONS

INTERNATIONAL UNION FOR CONSERVATION OF NATURE AND NATURAL RESOURCES
(IUCN)

1110 Morges, Switzerland

WORLD WILDLIFE FUND (WWF)

1110 Morges, Switzerland

INTERNATIONAL CENTRE FOR THE STUDY OF THE PRESERVATION AND THE
RESTORATION OF CULTURAL PROPERTY

13 Via di San Michele

00153 Rome, Italy

INTERNATIONAL COUNCIL ON MONUMENTS AND SITES (ICOMOS)

Hotel St. Alignan

75 rue du Temple

75003 Paris, France

INTERNATIONAL COUNCIL OF ENVIRONMENTAL LAW (ICEL)

214 Adenaueralle

D 5300

Bonn, Germany

INTERNATIONAL UNION OF FORESTRY RESEARCH ORGANIZATIONS (IUFRO)

1432 AAS

N.L.H., Norway

ENVIRONMENTAL LIAISON CENTRE

P.O. Box 72461

Nairobi, Kenya

INTERNATIONAL SECRETARIAT FOR VOLUNTEER SERVICE (ISVS)

10-12 Geneva-Petit-Lancy

Switzerland

THE COUNCIL OF EUROPE

B.O. 431

F67006 Strasbourg Cedex, France

INTER-AMERICAN INSTITUTE OF AGRICULTURAL SCIENCES OF THE OAS (IICA)

Apartado 10281

San Jose, Costa Rica

CENTER FOR RESEARCH AND EDUCATION ON TROPICAL AGRICULTURE (CATIE)

Turrialba, Costa Rica

CARIBBEAN CONSERVATION ASSOCIATION

Soranal Lodge

Nagarisson, Barbados

SOURCES OF EDUCATION INFORMATION

The following list includes names and addresses of organizations which provide environmental education materials.

ALLIANCE FOR ENVIRONMENTAL EDUCATION, INC.
1619 Massachusetts Avenue, NW
Washington, DC 20036
(202) 797-4530

AMERICAN SOCIETY FOR ENVIRONMENTAL EDUCATION
58 Main Street, Box R
Durham, NH 03824
(603) 868-5700

AUDUBON NATURALIST SOCIETY OF THE CENTRAL ATLANTIC
STATES, INC.
8940 Jones Mill Road
Washington, DC 20007

CENTER FOR ENVIRONMENTAL EDUCATION
1925 K Street, NW
Suite 206
Washington, DC 20006
(202) 466-4996

CONCERN, INC.
2233 Wisconsin Avenue, NW
Washington, DC 20007
(202) 965-0066

CONSERVATION EDUCATION ASSOCIATION
P.O. Box 609
Eagle River, WI 54521

DEFENDER OF WILDLIFE
1244 19th Street, NW
Washington, DC 20036
(202) 659-9510

THE IZAAK WALTON LEAGUE OF AMERICA, INC.
1800 North Kent Street
Suite 806
Arlington, VA 22209
(703) 528-1818

NATIONAL ASSOCIATION FOR ENVIRONMENTAL EDUCATION
P.O. Box 400
Troy, OH 45373
(513) 698-6493

NATIONAL AUDUBON SOCIETY
950 Third Avenue
New York, NY 10022
(212) 832-3200

NATIONAL WILDLIFE FEDERATION
1412 16th Street, NW
Washington, DC 20036
(202) 797-6800

U.S. ENVIRONMENTAL PROTECTION AGENCY
Division of Public Affairs
401 M Street, SW
Washington, DC 20460

ELSA CLUBS OF AMERICA, INC.
Box 4572
North Hollywood, CA 91607

INSTRUCTIONS FOR GRANT APPLICATIONS

The following information has been adapted from a booklet prepared by the Pathfinder Fund and is presented to serve as a guide to planning and preparation of project proposals. The first section presents a proposal format and the second section provides information which expands on key items mentioned in the first part. It discusses the logical and sequential process by which a project proposal can effectively be developed.

Part 1.

Format for presenting proposals to potential funding sources

1. Project Title

Country where project will be conducted and brief descriptive phrase of the project (i.e., Ecuador-Land Management Training Course for High Altitude Farmers).

2. Project Summary

Basic statement of what the Project Director proposes to do, should not consist of more than six typed lines.

3. Grantee

Name and address of the organization or person who is requesting this grant.

If the Grantee is an organization, show in addition the full name of the Project Director.

4. Grantee Qualifications

If Grantee is seeking support from a particular source for the first time, please provide information on:

- private
- public
- for profit
- international
- national
- regional

Objectives and activities of organization

For organizations which provide services:

- type of service(s) offered
- number of affiliates
- number of persons receiving services

Previous experience, if any, in conducting the type of project proposed.

In addition, all Grantees are requested to specify: education and experience of the key project personnel in the activities proposed under the project; location and length of training if project personnel lacks education and/or experience in the activities proposed under the project.

5. Justification

Justify the approach of the proposed project in as many as possible of the following terms:

- applicability to local setting - i.e., cultural values affecting project activities; need for project activities;
- efficiency (benefit the most people with a minimum of resources);
- replicability on the international, regional and/or national level;
- compatibility with or duplication of the activities carried out by other organizations in the project area;
- any special considerations that make the project unique.

Please see page _____ for additional information.

6. Project Duration and Location

Anticipated starting and ending dates of project.

If proposed activities will continue beyond the dates anticipated above, specify the expected source(s) of funding after the period for which support is currently sought.

Location where project activities will be carried out.

7. Project Objectives

General project objectives

Specific objectives or outputs in measurable terms

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Please see page ____ for additional information and sample.

8. Work Plan

Schedule of activities to be carried out in order to accomplish the specific objectives of the project.

Brief description of each activity and who will carry it out.

Please see page ____ for additional information and sample.

9. Reporting and Evaluation

- a. Financial: usually required on a monthly, quarterly, semi-annual or annual basis depending upon funding sources requirements.
- b. Project: an evaluation to measure project performance often times designed by funding source staff in collaboration with the key project personnel.

10. Budget

1. Personnel

- Indicate for each person the specific amount of time he/she will spend working on the project.

2. Fringe Benefits

3. Professional Fees

4. Administration Expenses

- telephone
- postage
- printing

5. Travel and Living Expenses

6. Supplies and Equipment

- List items to be purchased and the local costs of each.

7. Purchased Services

- Rental of premises or equipment
- Utilities
- Data processing

8. Education and Training

- Books
- Films
- Tuition fees
- Conference registration

Please see pages _____ for additional information and sample.

11. Project Inputs

Inputs by others: Please list all items necessary for the conduct of the project which will not be supplied by the funding source, and identify the organization(s) providing input. Examples of inputs by others:

- Physical facilities
- Equipment and supplies
- Training
- Personnel
- Administrative services

Please see pages _____ for additional information and sample.

12. Endorsement

Please indicate whether proposed project must be cleared with or be approved by any local government agencies. It is the Grantee's responsibility to obtain such clearance or approval.

Part 2

Process of Proposal Development

This section expands key items mentioned in the first part.

We see the process of developing a project proposal as following a series of interconnected phases, which are applicable to most types of projects, and which enable both the prospective grantee and the funding source to have a full understanding of a project both as a discrete undertaking and in the context of broad program directions.

The sequential process of preparing a proposal involves:

1. Justification of the project or definition of the "why"
2. Setting of objectives or "what I want to do"
3. Identification of a series of activities that must be carried out in order to achieve the objective(s), or the definition of the "how"
4. Allocation of resources, that is, "with what"

Figure ____ depicts this process in diagram form.

Part 2 will provide practical guidelines and examples for each of the above mentioned phases which are required to prepare a project proposal.

The diagrams presented in Figures _____ and _____ should be used as examples by the prospective grantee in structuring the project proposal and thus facilitating its presentation in narrative form to the potential funding source.

Justification

In justifying a proposal, the question of "Why this particular project or approach?" must be answered.

Since for the most part the resources available are insufficient, the justification of a project should include an explanation of how the proposed specific activities or objectives represent the best way of promoting or implementing the environmental policies and/or program of the Grantee's country. Such an explanation should identify:

- The condition(s), measurable in terms of scope and severity, which the proposed project will change.
- The target group to whom the condition(s) is unacceptable, as well as the source of the information on which this opinion is based.
- The factors in the community which cause or contribute to the unacceptable condition(s).

Some other pertinent criteria for justifying a project are:

- Applicability to local setting in terms of the need of target population for proposed activities, and accessibility of proposed activities to target population.
 - Efficiency: Generally, a project should seek to benefit the greatest number of people. Therefore, an approximate comparison of cost of proposed activities with other possible alternatives for achieving the same objective(s) can be used to justify a project.
 - Replicability on an international, regional and/or national level which is characterized by availability and utilization of human and other resources.
 - Compatibility or duplication in terms of how does the proposed project complement the work of others or whether similar activities exist in the project area.
- 21

- Special considerations: Give any additional or unique reasons that justify funding the proposed project.

The above information can be derived from the experience of the Grantee's country, of other countries, projections, empirical experience of the Grantee and/or research findings. See Figure _____.

Objectives

The definition of project objectives corresponds to the "What do I want to do" phase of developing a project proposal. Their selection and write-up are a critical element in the preparation of a project proposal, as they will provide the basis for the activities to be conducted, the resources to be utilized, and the results to be expected of the project. The definition of objectives is also essential in order to evaluate the success or failure of a project. Well-defined objectives are those that succeed in communicating the intention of the Grantee.

Objectives can be divided into general and specific and a project may have one or more of each type.

The general objective of a project may be defined as the final result of the project. It should not be formulated on a long term or marginal basis. For example, the general objective of an irrigation management information program could be to motivate people to adopt sound water management, but should not be to improve the standard of living.

The specific objectives, on the other hand, are the means to achieve the general objective; it is the immediate result that is expected of the project. Specific objectives should be expressed in quantifiable, measurable and realistic terms that are arrived at by considering the needs of the target population. See Figure _____.

The definition of specific project objectives should encompass the following points:

- Target population that the project will benefit; for example, paddy farmers.
- Magnitude or size of the objectives; for example, to provide irrigation management training to 670 farmers.
- Length of time it will take to achieve the objective(s); for example, one year.

Work Plan

This aspect of proposal preparation refers to the "how" of the project and it is known as the Work Plan. It involves detailing the major successive steps that must be undertaken in order to accomplish the objectives. It consists of a schedule of activities to be carried out; a brief description of each; and who will be responsible for carrying it out. See Figure _____.

Resources

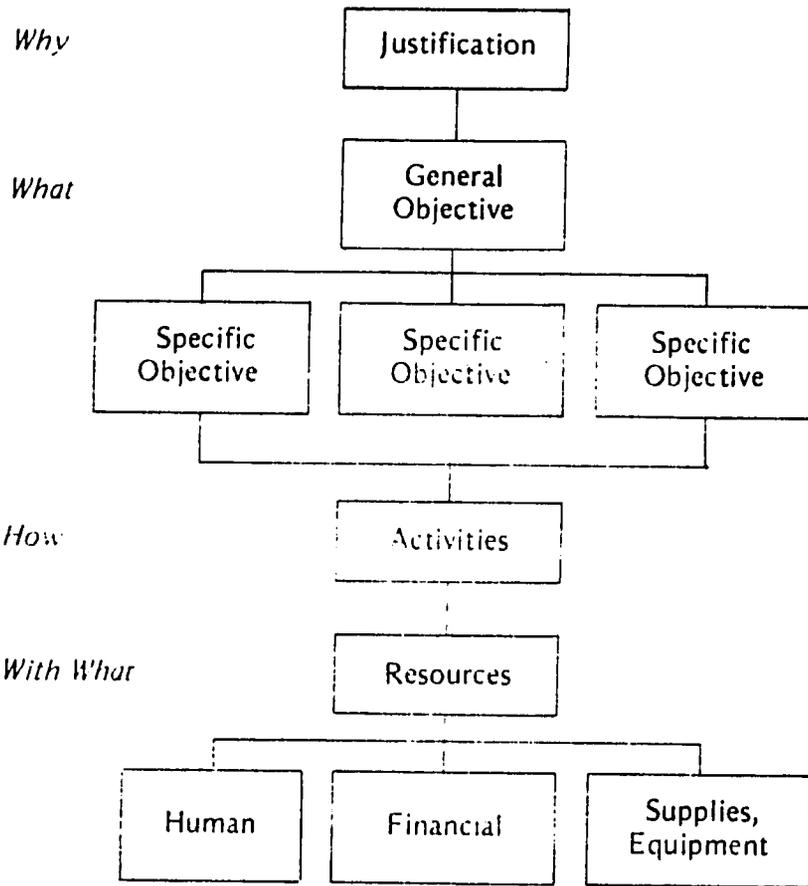
The allocation of resources to carry out a project represents the final step in the preparation of a proposal and it must be derived from the Project Objectives and the Work Plan.

In order to arrive at the type and amount of resources that are needed, it is necessary to:

- Identify which types of resources are required: human and/or material. Human resources refer to the personnel that will be involved in the project. Material resources refer to equipment, supplies and services necessary to enable the project personnel to carry out the objectives and activities that have been programmed;
- Quantify the human and/or material resources that are required to conduct the project;
- Consider what human and/or material resources can or will be made available from sources other than the potential funding source. See Figure _____.
- Assign the local monetary value to cover the costs of the human and/or material resources necessary for the project. This is, of course, the Budget. See Figure _____.

Once a project is defined along the four specific areas covered in Part 2, the project justification, the setting of objectives, and the formulation of the work plan and the budget, the prospective Grantee can prepare the proposal in the format presented in Part 1.

FIGURE 1 . PROCESS OF PROPOSAL DEVELOPMENT



must adopt

FIGURE 2. EXAMPLE OF PROJECT JUSTIFICATION

Example: Rural Family Planning Clinic

Based on informal interviews with the people seeking services at the health center located in a remote rural area of Province X, it appears that rising expectations for improved living standards plus the decreasing availability of fertile land in the area, have created a situation where women will readily accept family planning if only these services were offered at the health center.

The health center offers preventive and out patient curative services: maternal and child health, nutrition education and vaccinations. To these services, it is proposed that a family planning program be added. The health center is the only source of medical care for the area's 33,500 residents, of which 20% or 6700 are women of fertile age. The average number of children per family is six. During the last ten years the rate of infant mortality has fallen from 160/1000 live births to 120/1000.

FIGURE 3. EXAMPLES OF GENERAL AND SPECIFIC OBJECTIVES FOR RURAL FAMILY PLANNING CLINIC

<i>General Objective</i>	<i>Specific Objectives</i>
<p>Example</p> <p>Initiate provision of family planning services at a health center located in a rural area of Province X.</p>	<ul style="list-style-type: none">(a) Train for a period of one week a physician, in the provision of family planning services.(b) Provide family planning services to 10% of the women of fertile age or 670 acceptors during a period of one year.(c) Hold a minimum of 250 in-clinic talks and 2,000 home visits for the purpose of providing information and encouraging women to avail themselves of the existing family planning services.

Must align

**FIGURE 4. EXAMPLE OF A WORK PLAN
FOR RURAL FAMILY PLANNING CLINIC**

<i>Activity</i>	<i>Description</i>	<i>Responsibility</i>
A. Training		
1. Identify Trainee	Physician currently associated with health center.	Ministry of Health
2. Identify Training Site	Trainee will spend one week observing and practicing IUD insertion and the prescription of oral contraceptives at a suitable institution to be selected by Pathfinder. Training Institution will submit a report on the trainee's performances.	Project Director Pathfinder Training Institution
B. Provision of FP Services & Information		
1. Establish FP Services	The health center will be suitably equipped to provide FP services and information.	Project Director
2. Recruit Personnel for provision of services.	A part-time nurse will assist physician in the provision of FP services and information. A full time nurse's aide will promote the FP services available in the community.	Project Director
3. Provide Services	Physician will provide contraceptive services five hours per week scheduled according to demand. FP services will be provided to women of reproductive age who wish to space their pregnancies.	Project Director Nurse
4. Provide Information/Motivation	The nurse will conduct in-clinic motivational talks to inform women seeking other services about the availability of FP services. The nurse's aide will do the same in the community through home visits. About 8 home visits will be made per day. Printed material will be distributed.	Nurse Nurse's Aide

FIGURE 5. EXAMPLE OF CALCULATION OF RESOURCES FOR RURAL FAMILY PLANNING CLINIC

A. HUMAN RESOURCES					
(1) No. Activities*	(2) Standard of Performance	(3) Total Amount Hours Needed per Annum (1) ÷ (2)	(4) Hours per day** (3) ÷ 250	Inputs by Others	Inputs by Pathfinder
670 Contraceptive Acceptors	3/hour	250 Physician-hrs.	1 Phys.-hr.	Ministry of Health	Pathfinder
1,000 Clinic Interviews	3/hour	333 Nurse-hrs.	2.5 Nurse-hrs.		Pathfinder
250 In-clinic talks	1/hour	250 Nurse-hrs.			
2,000 Home Visits	1/hour	583 2,000 Nurse's Aide-hrs.	8 Nurse's Aide-hrs.		Pathfinder
<p>*Number of Activities is a result of the project objectives **Number of hours per day is based on number of working days; i.e., in this example: 250 working days per year</p>					
B. MATERIAL RESOURCES					
<ol style="list-style-type: none"> 1. Training for Physician 2. Equipment and Commodities for Facility <ul style="list-style-type: none"> ■ 2 IUD Insertion Kits ■ 8,700 Cycles Oral Contraceptives 3. Expendable Clinic Supplies 4. Printed Material 5. Office Supplies 6. Utilities 7. Administrative Services 				Ministry of Health Ministry of Health	Pathfinder Pathfinder
					Pathfinder Pathfinder Pathfinder

C. BUDGET

<i>Budget Categories</i>	<i>Local Currency+</i>	
	<i>Inputs by Others</i>	<i>Inputs by Pathfinder</i>
1. Personnel		
Physician, (1hr/day) 12 mos. @P750/mo.		P 9.000
Nurse (2.5 hrs/day) 12 mos. @P750/mo.	P 9.000	
Nurse's Aide, full time, 12 mos. @P1.200/mo.		P14.400
		<u>P23.400</u>
2. Fringe Benefits		
30% of Nurse's Salary	P 2.700	
30% of Nurse's Aide Salary		P 4.320
3. Administrative Expenses		
Printing of Motivational Booklet, 2,500 cop.		P 3.750
Postage, communications		P 750
		<u>P 4.500</u>
4. Travel and Living (Nurse's Aide)		
Local travel		P 1.500
Living expense, 5 days/month @P150/day		P 9.000
		<u>P10.500</u>
5. Commodities, Supplies and Equipment		
Expendable clinic supplies		P 3.000
Office supplies		P 1.500
2 IUD Insertion Kits		P.S.*
8,700 cycles Oral Contraceptives		<u>P.S.*</u>
		P 4.500
6. Education and Training		
Tuition/training fee		P.S.*
Trainee's travel costs		P.S.*
Trainee per diem		P.S.*
7. Purchased Services		
Utilities, 12 mos. @P300/mo.	P 3.600	
Administrative Services, 1 hr./week @P75/hr.	P 1.950	
	<u>P17.250</u>	<u>P47.220</u>
GRAND TOTAL		
+Exchange Rate: 15 Pesos = US \$1		
*P.S. = Pathfinder Supplied		