

ELEVENTH MEETING OF PARTNERS OF THE EAST ASIAN – AUSTRALASIAN FLYWAY PARTNERSHIP  
Brisbane, Queensland, Australia, 12-17 March 2023



## Draft Document 9

### Report on the Small Grant Fund for Working Groups and Task Force 2019 – 2022

*Submitted by the EAAFP Secretariat*

#### Summary

The EAAFP 10<sup>th</sup> Meeting of Partners adopted Decision 10.7 “Standardized Process and Template for Small Grant Fund Applications for EAAFP Working Groups and Task Forces” administer EAAFP funding to EAAFP Working Groups and Task Forces.

Based on the adopted standardized application and assessment process for the annual allocation of funds, the Secretariat, in consultation with the Management Committee and Technical Sub-Committee, has supported a total of 33 projects for 2019 – 2022 [Annex 1]. It has improved the application form [Annex 2 to this Draft Decision]. The page containing the application, article and report was set up on EAAFP Webpage.

The EAAFP Small Grants Fund for Working Groups (WGs) and Task Forces (TFs) provides funding for small projects that advance the conservation of migratory waterbirds in line with the EAAFP Strategic Plan (Ref. MOP10.DD.01). The Small Grants Fund currently provides two funding options: 1) A grant for up to USD 5,000 for projects implemented by a WG/TF that addresses Key Result Areas of the EAAFP Strategic Plan (KRAs), 2) A grant of up to USD 1,000 to enable a WG/TF members to deliver their own work as a presentation, paper or poster [Annex 2]

1. At the EAAFP 10<sup>th</sup> Meeting of Partners (MOP10), the Partners adopted a standard application and assessment process for proposal to the Small Grant Fund, in accordance with Decision 10.7.
2. In consultation with Management Committee and Technical Sub-Committee (TsC), the Secretariat has developed the application process for the Small Grant for the Working Groups and Task Forces including the Application Form (Attachment 1). The process involves as follows:
  - Calling for a project proposal (Jan),
  - Closure of the applications (Feb),
  - Assessment with the representatives of the WGs and TFs (Feb-Mar),
  - Final Evaluation by the TsC review panel (Mar),
  - Official Announcement and finalization of the agreements with grantees (Apr).

3. The Small Grant Fund page (<https://www.eaaflyway.net/wgtf-small-grant-2/>), contains the template for the project proposal (project title, grantee, associated WGs/TFs, implemented countries, fund amount, application form and project report). Successful applicants must submit a final report on their project and this will be uploaded as an EAAFP article. The EAAFP Secretariat will disseminate and promote the project reports via EAAFP monthly e-newsletter and social media channels.
4. Table 1 summarizes the numbers and funding requested for WG/TF projects during 2019 – 2022, and the funds allocated to projects. In total, USD 143,899 has been approved for 33 projects across 13 countries [Annex 1]. The various types of projects have contributed across 17 of KRAs of the EAAFP Strategic Plan. Because of the unexpected COVID restriction e.g. shorebirds conference in 2019, and proposals submitted from Russia (because of the impossibility of transferring funds from RO Korea to Russia as a consequence of Russia’s invasion of Ukraine), some high-rated projects have been withdrawn and the funds were reallocated.
5. The Small Grant Fund has not been sufficient to support all of the applications. Only about half of the proposals have been supported annually, despite the Secretariat having increased the annual budget from USD 25,000 to USD 40,000. The Secretariat encourages voluntary contributions from the Partners (collaborators and individuals) to the Small Grant Fund to expand the opportunities for research, monitoring, surveys and other activities that contribute to the conservation of the migratory waterbirds and their habitats in the East Asian – Australasian Flyway.

*Table 1. Numbers of WGs/TFs projects for which funding has been requested since 2018, and the number of projects allocated funding*

Year	No. project proposals submitted	Total funds requested (USD)	No. of project proposals approved	Total funds approved (USD)	No. of project proposals dropped	No. of reports not expected submitted
<a href="#">2019</a>	20	89,989	7	25,000	1	1 (#4, Annex 1)
<a href="#">2020</a>	24	100,151	7	32,000	0	0
<a href="#">2021</a>	17	80,303	10	49,078	0	0
<a href="#">2022</a>	14	61,748	9	29,860	2	0
<b>Total 2019-2022</b>	<b>75</b>	<b>332,191</b>	<b>33</b>	<b>143,899</b>	<b>3</b>	<b>1</b>

For 2023, 20 applications (with a total funds requested of USD 98,731) were submitted which are currently being assessed by the TsC panel.

6. The Secretariat follows up with the grantees who have not submitted their reports while they committed to send it by the proposed specific deadline It has not been possible to have contact with one grantee since 2019 (#4, Annex 1). Under the fund contract term, as the grantee must repay the funds allocated back if it can’t be implemented, the Secretariat hence will proceed the termination of the contract and get it repaid as soon we hear back from the grantee. The terms of SGF contracts require the following reporting:
  - i. A summary statement of the Project’s work and results for the full period of the agreement;
  - ii. An overview of the Project’s results covering the full period of the agreement measured against Project objectives and attainment indicators set out in Annex A of this agreement;

- iii. A statement of income and expenditure on the Project according to agreed budget lines as per Annex B;
  - iv. Please also submit a web-article along with your final report (Brief 1-2 pages article (700 words max) about your project to be shared on our EAAFP's website and EAAFP'S newsletter, providing article title and photographs (Photographers will be acknowledged).
7. While the Secretariat will continue to follow up on the missing reports, the list will be shared with the assessment panel to exclude an allocation of any new grants from the Partnership to a project proponent who has not complied with reporting requirements on a previous project funding, from 2023 onwards.

## Annex 1

### Grantees of the Small Grant Funds for the Working Groups and Task Forces for 2019 - 2022

	Year	Grantee	Country	Project Description	Budget (USD)	Relevant WG/TFs	Project report submitted to Secretariat?
1	2019	Pronkevich, Vladimir	Russia	Nordmann's Greenshank and Redshank Breeding Ecology Study in the Bay of Schast'e, Sea of Okhotsk, Russia	\$5,000	Shorebird Working Group	<a href="#">Final report Article</a>
2	2019	Solovyeva, Diana	Russia	Bird Community Monitoring at Chau Delta, Chukotka, Russia, as related to Climate Change and Anthropogenic Factors	\$2,920	Monitoring of waterbird populations and sites Task Force	<a href="#">Final report Article</a>
3	2019	Febrianto, Iwan	Indonesia	Population Analysis and Community Workshop for Far Eastern Curlew Conservation Action in Pantai Desa Sungai Cemara, Jambi, Indonesia	\$5,000	Far Eastern Curlew Task Force	<a href="#">Final report Article</a>
4	2019	Goroshko, Oleg	Russia	A waterfowl survey, focused on Baer's Pochard, of the Argun River, Amur 5basin, Zabaikalsky Krai	\$2,080	Baer's Pochard Task Force	Yet to be Submitted (Re-established contact with grantee)
5	2019	Adha, Chairunas	Indonesia	Survey and hunting assessment of shorebirds with special focus on Spoon-billed Sandpiper in Northern Sumatra, Indonesia	\$5,000	Spoon-billed Sandpiper Task Force	<a href="#">Final report Article</a>
6	2019	Klokov, Konstatin	Russia	Evaluation of hunting pressure on <i>Numenius</i> species and other shorebirds in the Russian Far East. Stage one: initiation of surveys in Kamchatka	\$5,000	Illegal Hunting Task Force	<a href="#">Final report Article</a>

7	2020	Keith, Woodley	DPR Korea	Shorebird Survey of West Coast of DPRK and Capacity Building for Local Ongoing Monitoring	\$5,000	Yellow Sea Task Force	Expected, by 2024
8	2020	Konstantin, Klovov	Russia	Evaluation of hunting pressure on <i>Numenius</i> species (Curlews & Whimbrels) and other shorebirds in the Russian Far East. Stage two: surveys in Sakhalin	\$5,000	Illegal Hunting Task Force	<a href="#">Final report Article</a>
9	2020	Vladimir, Pronkevich	Russia	Comparing the different breeding strategies and migration patterns of two closely related shorebirds-the endangered Nordmann's Greenshank and ubiquitous Common Redshank for enacting efficient conservation planning	\$5,000	Shorebird Working Group	<a href="#">Final report Article</a>
10	2020	Thiri, Aung	Myanmar	Conservation of Baer's Pochard ( <i>Aythya baeri</i> ) at two key wintering sites in Central Myanmar	\$5,000	Baer's Pochard Task Force	<a href="#">Final report Article</a>
11	2020	Phallis, Eang	Cambodia	Strengthening the enforcement and raising awareness on migratory bird trading or hunting through building the capacity to relevant stakeholders in Cambodia	\$3,000	Illegal Hunting Task Force	Expected, by early March
12	2020	Chi Yeung, Choi	PR China	Juvenile distribution pattern and conservation of the endangered Black-faced Spoonbill	\$3,500	Black-Faced Spoonbill Working Group	Expected, by early March
13	2020	Cipto Dwi, Handono	Indonesia	Nordmann's Greenshank / Spotted Greenshank Population Analysis at Pantai Cemara, Jambi	\$3,500	Shorebird Working Group	<a href="#">Final report Article</a>

14	2021	Pyae Phyo, Aung	Myanmar	Conservation of Spoon-billed Sandpiper in Gulf of Mottama and Tanintharyi Coastal of Myanmar	\$5,000	Spoon-billed Sandpiper Task Force	<a href="#">Final report Article</a>
15	2021	Angelique, Songco	Philippines	2021 Monitoring of Seabird Population in the Tubbataha Reefs Natural Park (FNS) and World Heritage Site, Philippines	\$5,000	Seabird Working Group	<a href="#">Final report Article</a>
16	2021	Amellia Joanne Formby	Australia	Wing Threads national online education package	\$4,984	CEPA Working Group	Expected, by 2023
17	2021	Ying Chi, Chan	Netherlands	Establishment and Coordination of the EAAF Shorebird Migration Tracking Group	\$4,726	Shorebird Working Group	Expected, by early March
18	2021	Konstantin, Klovov	Russia	Evaluation of hunting pressure on <i>Numenius</i> species (Curlews, Whimbrels) and other shorebirds in the Russian Far East. Stage three: surveys in Khabarovskiy Krai	\$5,000	Illegal Hunting Task Force	<a href="#">Final report Article</a>
19	2021	Cynthia Adeline Amoyo, Layusa	Philippines	Identifying priority areas for seabird conservation in the Philippines	\$4,998	Seabird Working Group	Expected, by early March
20	2021	Ayuwat, Jearwattanak anak	Thailand	“Young Shorebird Ambassador Course” at Pak Thale-Laem Phak Bia Flyway Network Site, Thailand	\$5,000	CEPA Working Group	Expected, by March
21	2021	Cipto Dwi, Handono	Indonesia	Evaluation of Vegetation Expansion as Potential Threat for Nordmann's Greenshank and other migratory shorebirds at Pantai Cemara, Jambi, Indonesia	\$5,000	Shorebird Working Group	<a href="#">Final report Article</a>
22	2021	Xiaotong, Ren	PR China	Revealing an unknown EAAF shorebird migration: The Wood Snipe	\$5,000	Shorebird Working Group	Expected, by early March

23	2021	Nyambayar, Batbayar	Mongolia	Developing conservation management plan and public awareness for breeding colonies in western Mongolia	\$4,370	Dalmatian Pelican Task Force	Expected, by early March
24	2022	Thiri Sandar, Zaw	Myanmar	Strengthen the local engagement in Baer's Pochard conservation in central Myanmar	\$5,000	Baer's Pochard Task Force	<a href="#">Final report Article</a>
25	2022	Ahmad Zulfikar, Abdulah	Indonesia	Seminar and Training on Shorebird Banding for Bird Conservationists at Trisik Beach, Kulon Progo, Special Region of Yogyakarta	\$3,000	Shorebird Working Group	Expected, by March
26	2022	Nial, Moores	Ro Korea	Research and conservation actions for Scaly-sided Mergansers and their habitats in the Republic of Korea	\$4,000	Scaly-sided Merganser Task Force	<a href="#">Final report Article</a>
27	2022	Yuri, Gagarin	Indonesia	Mapping of Hunting of Shorebird Species on the East Coast of Aceh, Indonesia	\$3,000	Shorebird Working Group	<a href="#">Final report Article</a>
28	2022	Jesse, Conklin	USA	Post-hatch survival and migratory movements of Juvenile Bar-tailed Godwits in Alaska	\$4,860	Shorebird Working Group	Expected, by mid-April
29	2022	Ziyou, Yang	PR China	Conserving migratory waterbirds at a critical stopover site in Lianyungang, Jiangsu, China	\$5,000	Shorebird Working Group	<a href="#">Final report Article</a>
30	2022	Ragil, Rihadini	Indonesia	Migratory Shorebird Conservation Training for Local Stakeholders in Indonesia	\$5,000	CEPA Working Group	Expected, by early March

## Annex 2

### 2022 Application Form

#### NOTES FOR APPLICANTS

1. Applications need to be targeted towards EAAFP key species ([link](#)) or habitats, regions, or emerging threats or other specified Partnership objectives. All applications should demonstrate how the project will contribute to the implementation of the [EAAFP Strategic Plan 2019-2028](#).
2. The maximum amount annually provided by the Small Grants Fund to an applicant or for a specific project is \$5,000 (USD). If the project budget exceeds this amount, then the supporting funds and funders need to be identified in the Application.
3. Funds are limited so not all applications may be funded.
4. Applications with in-kind contributions and/or additional matching financial are preferred.
5. Grants are awarded on the strict understanding that funds will be exempt from institutional administration charges (unless Partner government law so requires).
6. Conference attendance will be supported to a maximum of \$1,000 (USD) and is only for Task Force or Working Group members delivering their own work as a presentation, paper or poster. Given the ongoing COVID-19 situation, if the conference or event is held virtually, the grant will cover only any registration fee or other logistic costs for virtual attendance.
7. Applications must be reviewed by the relevant EAAFP Working Group (WG) or Task Force (TF) Chair or Coordinator, who will provide a statement of the relative merit of the Application against the assessment criteria, prior to submission. Prior to submission of the Application, it must have been provided to the relevant EAAFP WG or TF Chair or Coordinator for review. The relevant EAAFP WG or TF Chair or Coordinator will provide a statement of the relative merit of the Application against the assessment criteria and may provide suggestions on how the proposal could be strengthened. If you are unsure about which WG or TF to contact, please email the Secretariat for advice.
8. EAAFP Working Groups and Task Forces are eligible for funding to go towards meetings, research, monitoring, site management, training and CEPA events and materials.
9. Students, with the support of the relevant Working Group or Task Force, are only eligible for funding toward studies being undertaken at a research institution or travel to a conference to present original research.
10. Lead investigators are responsible for obtaining all necessary permits from government authorities, indigenous communities, ethics committees etc., to undertake approved research or monitoring studies.
11. Project completion is required within 18 months of the close of the Application period.
12. Successful applicants will be required to provide a short write up of their project outcomes for the EAAFP newsletter and website and to report to the relevant Working Group or Task Force. They are also strongly encouraged to publish their results in peer-reviewed journals.

**Call for proposal opens on 3 January. Applications close at 5pm (Seoul Time) on 6 February 2022.**

**Announcements of funding will be made by 7 March 2022.**

**A follow-up application process may be available 6 months later should funds remain.**



### 1. Project Assessment Criteria

- 1.1 The contribution the project is anticipated to make to the Key Result Areas (KRAs) listed in the EAAFP Strategic Plan 2019-2028.
- 1.2 Project proposals need to be aligned with priority Single Species Action Plans or overall Working Group and Task Force objectives. Applications are encouraged to contact the relevant Working Group and Task Force Chair or Coordinator to brief them on the Project Proposal. Please contact the EAAFP Programme Officer if additional information is needed ([programme@eaaflyway.net](mailto:programme@eaaflyway.net)).
- 1.3 The justification for the grant funds requested relative to the overall budget of the project.
- 1.4 Project funding is leveraging in-kind contributions and other matching financial support.
- 1.5 The track record of the lead investigator and the likelihood of the project achieving its objectives.

### 2. Project Assessment Process (for information only)

- 2.1 The Secretariat will undertake an initial screening of each Application against the Application Checklist (see Part G below).
- 2.2 The Secretariat will then request the Chair(s)/Co-ordinator(s) of the the relevant Working Group (WG) or Task Force (TF) for each valid Application to review and score the Application (see 2.4 below).
- 2.3 The Technical Sub-Committee (TsC) will establish a Review Team who will identify two reviewers for each valid Application. Reviewers will be TsC members or, as necessary, other persons identified by the TsC with appropriate expertise and a flyway-wide perspective. Considerations for reviewer selection include geographic and technical expertise diversity. A lead reviewer will be identified to coordinate the review process for each Application.
- 2.4 Each reviewer (WG/TF Chair(s)/Co-ordinator(s); TsC Review Team member) will score each Application against each of the Project Assessment Criteria (see section 1 above) on a scale of 0-5.
- 2.5 The Secretariat will prepare and provide to the TsC Review Team a spreadsheet of all Applications with its assessment of Application validity and the assessment reviews/scores provided by the WG/TF Chair(s)/Co-ordinator(s).
- 2.6 The TsC Review Team will undertake its assessment reviews and scoring. All review scores will be compiled and consolidated into the spreadsheet.
- 2.7 As necessary, request the Secretariat to reach out to applicants with questions, and requests for clarifications or more information. Communicate with the WG/TF Chairs/Coordinators if necessary.
- 2.8 Following all review scoring, the TsC Review Team will discuss (via electronic communication/video-conferencing) the relative merits, based on its consolidated scores, of each Application.
- 2.9 Based on the review discussion, the TsC will prepare and submit recommendations for funding of the Applications to the Secretariat.
- 2.10 The TsC will keep under review the review process and, as necessary, make recommendations for changes/improvements to the process.

2022 EAAFP Small Grant Fund Application Form

Part A.

A. Personal Details of Applicant

Title: \_\_\_\_\_  
(Mr, Ms etc)                      Family name                      Given Name/s

Institution: \_\_\_\_\_  
Institutional address: \_\_\_\_\_  
Street address or GPO Box

Degree type: \_\_\_\_\_  
Suburb or town                      State or country                      Postcode

Primary contact number                      Mobile phone number

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

B. Relevant Working Group or Task Force Chair/Coordinator - DETAILS

*Please contact the EAAFP Programme Officer if additional guidance is needed in relation to this section (programme@eaaflyway.net)*

Name of Working Group or Task Force: \_\_\_\_\_

Title of Chair/Coordinator: \_\_\_\_\_  
(Mr, Ms etc)                      Family name                      Given Name/s

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

C. Eligibility of Projects

Please select "Yes" or "No" for each of the following questions:

- The focus of the project is migratory waterbirds and their habitats?                      Yes                      No

- The project will improve the understanding of factors important for the conservation of migratory waterbirds and their habitats in the EAAF? Yes No
- The applicant agrees to provide a final report within 3 months of the completion of the project? Yes No
- The applicant agrees to submit 1-2-page article and photographs for inclusion on EAAFP's website and/or write a brief article for the EAAFP's newsletter. Photographers will be acknowledged? Yes No
- The applicant will acknowledge the support of the EAAFP in any publications, presentations and reports arising from this work? Yes No

#### D. Project Details

**Project Title:** Please provide a concise and informative title of your entire project (not just the component for which funds are sought)

#### Project Proposal:

<b>Details of your entire project (not just the component for which EAAFP funds are sought) (2.5 page maximum)</b>	
<b>1. Objectives:</b>	
<b>2. Background:</b>	
<b>3. Project plan, timeline and methods:</b>	<i>Please include the proposed timing of project commencement, start and completion of fieldwork (if applicable), project completion. Please also comment on the flexibility of the timeline of the project.</i>
<b>4. Likely benefit to the conservation of migratory waterbirds and their habitat / or key research outputs:</b>	<i>In addressing this question, please also identify which EAAFP Key Result Areas the project will contribute to (see the EAAFP Strategic Plan 2019 – 2028).</i>
<b>5. Alignment with EAAFP Working</b>	

<b>Groups and Task Forces priorities:</b>	<i>Please indicate which of the EAAFP Working Groups and Task Forces priorities are addressed in this project.</i>
<b>6. Explain the part of your project for which you are seeking EAAFP funds in this Application</b> (provide details in the Project Budget section below):	
<b>7. Scientific References cited in the Application:</b>	
<b>8. How will any continuing COVID restrictions be managed for project delivery?:</b>	

**Part B. FOR CONFERENCE APPLICANTS ONLY**

*(For Task Force or Working Group members delivering their own work as a presentation, paper or poster)*

<b>Conference Title:</b>	<b>Location:</b>	<b>Date:</b>
<b>Presentation Abstract</b> (250 word maximum):		

**Part C. FOR ALL APPLICANTS**

**Experience Relevant to Project:**

<i>0.5 page maximum</i>
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Please **also** attach a maximum 2-page CV or list non-academic research experience and experience with migratory waterbirds/conservation e.g. work experience, volunteer experience, bird banding, birdwatching.

**E. Project Budget (please outline costs of your entire project, not just the component(s) for which funds are being sought from EAAFP)**

Item (Please list)	Budget (USD)	Co-funding acquired (source and amount in USD)	Co-funding applied for (source and amount in USD)	Support requested from EAAFP (USD)
Equipment: (details)				
Consumable items (details)				
Travel and accommodation (details)				
Computing & clerical (details)				
Other (details)				
<b>Total amount requested from EAAFP Small Grants Fund:</b> (in USD)				

**Budget justification:** Please provide brief description and justification of all major budgetary items requested, indicating any that are essential to the project and/or conference for which you are applying (250 word maximum):

**F. Declaration**

I have discussed the contents of this Application with the relevant Chair/s and Coordinator/s of relevant Working Group and/or Task Forces and I certify that to the best of my knowledge all documentation and information submitted or made available by me is true, accurate and complete.

By ticking the box you are agreeing to the above statement:

## G. Application Checklist

All relevant sections of this Application have been completed.	Yes	No
Full payment details have been provided on the final page.	Yes	No
Application is being submitted electronically as one single document.	Yes	No
Application is being submitted in MS Word format.	Yes	No
Application has been discussed with the relevant Chair/s and Coordinator/s of relevant working Group and/or Task Forces and these have been carbon copied (cc) to this application submission as evidence they have seen and approved this Application.	Yes	No

Applications that do not comply with these guidelines will be returned to the applicant.

## Application Submission

Please email your Application as a single document to:  
[secretariat@eaaflyway.net](mailto:secretariat@eaaflyway.net)

EAAFP will acknowledge the receipt of your Application.

**Applications close at 5pm (Seoul Time) on 6 February 2022**  
**Results will be announced on 7 March 2022 on EAAFP Webpage and via email**

### OFFICE USE ONLY:

Decision: \_\_\_\_\_

Authorised:            \_\_ / \_\_ / \_\_    \_\_\_\_\_

Entered:                \_\_ / \_\_ / \_\_    \_\_\_\_\_

Comments: \_\_\_\_\_

Lead Investigator Advised:            \_\_ / \_\_ / \_\_    \_\_\_\_\_

**PLEASE COMPLETE PAYMENT DETAILS ON FINAL PAGE**

## PAYMENT DETAILS

To ensure prompt payment of successful applications please complete the following details and submit with your Application.

**PREFERRED PAYMENT METHOD**

<b>Electronic funds transfer (EFT)</b>	
Name of applicant:	_____
Payment reference number:	_____
BSB:	_____
Account Number:	_____
Name on account:	_____
Email address for remittance advice:	_____

**GRANT CONDITIONS**

**In accordance with the application criteria, the following conditions must be met:**

- Funds are to be strictly exempt from organisational administration charges.
- You are required to submit one copy by email of the final report within 3 months of the completion of the project.
- You are required to acknowledge the EAAFP and the Small Grant Fund in any presentations, publications, reports or promotional material arising from this work. Please email [secretariat@eaaflyway.net](mailto:secretariat@eaaflyway.net) in order to obtain an electronic copy of EAAFP logo for use on any display material you will be preparing.
- You may be requested to write a brief article for the EAAFP newsletter.
- You are required to provide EAAFP with an electronic copy of your final report at the completion of your project, as well as a copy of any publications that result from your grant.