



Alfred Toepfer Natural Heritage Scholarships 2010

Guidelines for award procedure

These are the instructions, effective March, 2009, for the Scholarship Application of the Alfred Toepfer Natural Heritage Scholarships, Grafenau/Germany.

I Objective

- 1 Each year the EUROPARC Federation in cooperation with the Alfred Toepfer Foundation F.V.S. (Hamburg) awards **three** Alfred Toepfer Natural Heritage Scholarships to promising young conservationists with practical experience in the field of nature conservation and in the work of protected areas.
- 2 The programme offers the opportunity of financial support for a study visit to one or more protected areas in another European country and to gather experience which will be both of benefit for the future career of the scholars, and to the EUROPARC Federation and its members.
- 3 The programme intends to enhance cross-national co-operation to advance the quality, innovation and European dimension of protected area management.

II Target Group

- 1 Participation in the Alfred Toepfer Scholarship programme is open to
 - a) Persons who are employed by a European protected area or a nature conversation institution
 - b) Students and graduates of higher educational institutions, studying an environmentally relevant topic related to protected area management.

III Eligibility / Application Requirements

- 1 The age limit at the time of application is 35.
- 2 European Nationality.
- 3 An important selection criterion is a convincing presentation of the applicant's professional and personal reasons for the planned study visit.
- 4 Proof of relevant contacts with target protected area established at the time of application.

- 5 Evidence of the current employment status for :
 - a) Candidates / Applicants from Protected Areas must have staff status.
 - b) Candidates / Applicants from universities must be matriculated and must have completed their intermediate diploma.
- 6 Command of the English language or local language where the study visit will be undertaken.
- 7 The award of the scholarship in two successive years is not possible.

IV Study Visit

- 1 Study objectives and purpose must be described in the application. Applicants must demonstrate that their study visit will bring real benefit to his/her professional tasks.
- 2 The application must address **one** of the following selected themes faced by Protected Area Management. These themes will be announced by the EUROPARC Federation annually.
 - a) Biodiversity
 - b) Climate Change
 - c) Integrated Management of Natural Resources (water, forest, etc.)
 - d) Rural Development (interaction between rural and urban landscapes)
 - e) Renewable Energy
 - f) Sustainable Tourism
 - g) Food and Agriculture
 - h) Health and Protected Areas
 - i) Environmental Education and Communication
 - j) International / Transboundary Cooperation
- 3 Prospective applicants should first contact the respective administration of the protected area they want to visit and indicate a contact person.
- 4 The study visit has to be undertaken in a European country, beyond the applicant's home country.
- 5 The study visit should be undertaken within **12 months** of the award of the scholarship. An extension can be granted if a well-founded request is made.
- 6 A report of the study visit is to be submitted to the Foundation via the EUROPARC Federation within 3 months after the end of the study visit.
- 7 Study visits to prepare master or doctoral thesis will not be considered.
- 8 No money can be earned as a result of the study visits during the scholarship.
- 9 Contact addresses, journey and the length of the visit should be agreed in good time with the EUROPARC Federation.

V The Award

- 2 The awards will each be worth **EUR 3.000** and are generously donated by the Alfred Toepfer Foundation F.V.S. in Hamburg (Germany).
- 3 The scholarship is paid in two instalments:
 - a) The first instalment – of EUR 2.000 – prior to the start of the journey on presentation of a **detailed travel plan**. The travel plan has to be presented at least within 4 weeks before the study visit.
 - b) The remainder on presentation of a **study visit report**. The report has to be presented within 3 months after the study visit.
- 4 The selection of the scholars is made by the EUROPARC Federation, which informs the Alfred Toepfer Foundation FVS of its decision in good time.
- 5 The award is presented to the scholarship winners each year at the annual EUROPARC conference. The winners have to be present at the conference 2010.
- 6 The scholars have to be present at the award of the scholarship, to have prepared an itinerary prior to the EUROPARC annual conference (award ceremony) and to give a short presentation at the awards ceremony. The Foundation covers the full travel costs and conference fee for the scholars to participate at the EUROPARC annual conference (or award ceremony).
- 7 The scholars will receive the opportunity to participate in activities and summer courses within the scholarship programme of the Alfred Toepfer Stiftung F.V.S.

VI Responsibility

Applicants, if awarded a scholarship, are expected to do the following

- 1 Make their own travel plans and arrangements to achieve their objectives
- 2 Disseminate the results of their study visit amongst colleagues and in areas of work/influence, to ensure that wider benefits are achieved.
- 3 Submit a report on their study visit within **3 months** of their return, which will be placed on the EUROPARC's website.
- 4 Complete their project within a year of receiving the award.

VII Applications

- 1 A completed application consists of the following materials, all of which must be filled in **electronically** in English language and submitted at EUROPARC Federation Headquarters.
 - a) Application form including
 - i) Personal Statement – Motivation letter (max. 1 page)
 - ii) Proposed programme of study visit including contact details of protected area you want to visit
 - b) CV (max. 3 pages) – EU format (Europass)
 - c) Letter of reference
- 2 The deadline for applying for the Alfred Toepfer Scholarships is **May 16th 2010**. The deadline is date of receipt of the application. This is NOT a postmark deadline.

VIII Time Schedule 2010

When?	What?
February 15 th 2010	Application open
May 16 th 2010	Deadline for applications
June 30 th 2010	Selection of scholarship holders
September 29 th – 2 nd 2010	EUROPARC Conference, Abruzzo/Italy Award of the scholarships
September 29 th 2011	Deadline for completion of study visits

Please notice:

- 1 Incomplete applications will not be considered
- 2 Application documents will not be returned
- 3 Re-applications within two years are not allowed