



Alfred Toepfer Natural Heritage Scholarships 2011

Guidelines for award procedure

These are the instructions, effective from January 2011, for the application of the Alfred Toepfer Natural Heritage Scholarships, Regensburg/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

Participation in the Alfred Toepfer Scholarship programme is open to

1. Persons who are employed by a European protected area or a nature conversation institution
2. 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 a selected theme faced by **Protected Area Management**. These themes will be announced by the EUROPARC Federation annually (see V.5).
 - a. Biodiversity
 - b. Climate Change
 - c. Sustainable Tourism
 - d. Food and Agriculture
 - e. Health and Protected Areas
 - f. Environmental Education and Communication
 - g. 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. Failure to submit results in reduction or withdrawal of funds.
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

1. The awards will each be worth **EUR 3.000** and are generously donated by the Alfred Toepfer Foundation F.V.S. in Hamburg (Germany).
2. The scholarship is paid in two installments:
 - a. The first installment – 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.
 - c. Failure to submit a study visit report will result in scholarship funds being reduced and can be **reclaimed completely**.

3. The selection of the scholars is made by the EUROPARC Federation, which informs the Alfred Toepfer Foundation FVS of its decision in good time.
4. The award is presented to the scholarship winners each year, usually, at the annual EUROPARC conference.
5. The categories for 2011 are:
Studies should look to explore the role of Protected Areas in the following themes.
 - a. Biodiversity
 - b. Climate Change
 - c. Sustainable Tourism
 - d. Food and Agriculture
 - e. Health and Protected Areas
 - f. Environmental Education and Communication
 - g. International / Transboundary Cooperation

The scholar should **clearly** indicate on the application form the particular theme under which he/she is applying.

6. The scholars have to be present at the award ceremony of the scholarship, to prepare 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)
 - b. Proposed programme of study visit including contact details of protected area you want to visit
 - c. CV (max. 3 pages) – EU format (Europass)
 - d. Letter of reference

2. The deadline for applying for the Alfred Toepfer Scholarships is May 20th 2011 The deadline is date of receipt of the application. This is NOT a postmark deadline.

VIII. **Time Schedule 2011**

When?	What?
January 31 st 2011	Application open
May 20 th 2011	Deadline for applications
June 22 nd 2011	Selection of scholarship holders
September 21 st – 25 th 2011	EUROPARC Conference, Biosphärenreservat Schwäbische Alb, Germany: Award of the scholarships
September 24 rd 2012	Deadline for completion of study visits

Please note:

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