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## WWF PRINCE BERNHARD SCHOLARSHIPS FOR NATURE CONSERVATION

**Year 2009**

### INFORMATION FOR APPLICANTS

#### INTRODUCTION

A major constraint facing conservation efforts is the shortage of technical and professional capacity at the local and national levels. By supporting environmental education, WWF hopes to foster local conservation leadership, enhance local involvement in work to protect the environment, promote partnerships for conservation amongst a range of stakeholders, and help reinforce the impacts of the WWF conservation programme.

The WWF Prince Bernhard Scholarship Fund for Nature Conservation was established in 1991 in honour of WWF's Founder President, the late HRH Prince Bernhard of the Netherlands. The goal of the Scholarship Fund is to help build the next generation of people who will become the conservation leaders of the future.

**“The investment in people, I think, is one of the most promising ways in which we can contribute to the future success of conservation.”**

*HRH Prince Bernhard of the Netherlands*

The Prince Bernhard Scholarship Fund is administered by WWF International in Gland, Switzerland.

#### OBJECTIVES

The aim of the WWF Prince Bernhard Scholarship Fund (PBS) is to provide financial support to individuals wishing to pursue **short-term professional training or formal studies** that will help them contribute more effectively to conservation efforts in their country. As a priority, PBS supports mid-career training for those working in the field of conservation and associated disciplines directly relevant to the delivery and promotion of conservation (i.e. media, law, education). Applications are encouraged from those seeking to build skills in specific subjects that will enhance their contribution to conservation. In particular women, and people working for non-governmental or community-based organizations, are encouraged to apply.

## GENERAL INFORMATION

- ❑ In completing the application form, candidates are asked to confirm that after completion of their studies, they will return to their region to resume their involvement in conservation work.
- ❑ The Prince Bernhard Scholarships are for studies or training **lasting one year or less**. Multiple-year studies, e.g. two or three-year BSc or MSc courses, **will only be considered if the candidate is applying for support for the last year of studies**.
- ❑ Study or training must be initiated no earlier than 1 July 2009 and no later than 30 June 2010.
- ❑ **The application deadline is 12 January 2009 to reach the candidate's nearest WWF Office.** Applications received after this date will not be accepted.
- ❑ Only nationals from Africa/Madagascar, Asia/Pacific, Latin America/Caribbean, Eastern Europe or Middle East will be considered, including WWF staff or candidates working as partners with WWF.
- ❑ The **maximum amount for any one scholarship under this award scheme is Swiss Francs CHF 10,000**. An application for a PBS scholarship in excess of this amount will not be considered.
- ❑ The financial support provided through the PBS may be used to pay for course fees, travel and living expenses whilst studying, or a combination of these.
- ❑ **Applicants must provide written evidence from the relevant institution that they have been accepted** on the course or training programme for which support is requested. Preferential consideration is given to people seeking support for study in their own country or region.
- ❑ **All applications should be made on the standard application form (pages 7 to 13 of the present document)**. This form is available on the WWF website at [www.panda.org/scholarships](http://www.panda.org/scholarships) or from a WWF Office/Associate or WWF International. Photocopies of this form are also acceptable. Please complete the form **in English only**.
- ❑ The PBS Selection Committee will **only consider applications that have passed the initial screening by the WWF Office or Associate Organization to which the application was sent**.
- ❑ All scholarship recipients will sign a contract with WWF outlining the terms of the scholarship funding.
- ❑ Upon completion of the course, the scholar will provide a final report on the activity undertaken and how it was conducted, with an itemized account of the use made of the funds.

## ELIGIBILITY CRITERIA

The following six criteria will be used in the screening process:

- ❑ Application form correctly filled in, accompanied by copies of qualification certificates and letter(s) of reference.
- ❑ Evidence of conservation commitment: candidate employed in conservation or showing long-term commitment to conservation, including WWF staff or candidates working as partners with WWF.
- ❑ Candidate requesting support for study or training periods lasting one year or less, to be initiated no earlier than 1 July 2009 and no later than 30 June 2010.
- ❑ Evidence of acceptance on the desired course.
- ❑ Candidate seeking support for no more than CHF 10'000 or providing evidence of supplementary support if the costs of the course are over this amount.
- ❑ Candidate from Africa/Madagascar, Asia/Pacific, Latin America/Caribbean, Eastern Europe or Middle East.

## SELECTION CRITERIA

The following four criteria will be used by the PBS Selection Committee to select the best candidates:

- ❑ Course or training linked to WWF's conservation priorities under the WWF Global Programme Framework through the:
  - WWF Global Priority Places (35 ecoregions : terrestrial, freshwater, marine);
  - WWF Global Priority Species (36 species : plants, invertebrates, fish, reptiles, birds, mammals);
  - Reduction in the Ecological Footprint, e.g. energy/carbon footprint; cropland footprint (including food, fibre and biofuel crops); grazing land footprint, fishing footprint and forest footprint.

(see also WWF's conservation booklet '*acting as one*', which can be downloaded from the PBS website [www.panda.org/scholarships](http://www.panda.org/scholarships))
- ❑ Recommendation from the nearest WWF Office or Associate Organization
- ❑ Overall balance of gender
- ❑ And preference will be given to:
  - Candidates with a long-term commitment to providing conservation leadership or expertise for the benefit of their country's natural environment;
  - Candidates with experience and a proven track record in any field related to the environment and conservation in their home country, including social and natural sciences (ranging from environmental journalism, law and education to ecology and wildlife management);
  - Applications for studies or training at institutions in the applicant's country or region;
  - Candidates requesting a grant of less than CHF 10,000;
  - Candidates who can provide proof that they are seeking funding from another source.

## HOW TO FILL IN THE APPLICATION FORM

### GENERAL GUIDELINES

- ❑ Please **only use the 2009 PBS Application Form** and discard forms from any previous years.
- ❑ Your application form will be reduced by photocopying to half-size for circulation to the PBS Selection Committee members. **Therefore please type or write legibly, using black ink.**
- ❑ **Please only send pages 7 to 13 of the present document, duly filled in.** Please only write in the white boxes and **do not use the grey boxes.**
- ❑ All your documents should be securely clipped together **with your family name shown on the top right corner of each document.** On the application form, please use the box foreseen.
- ❑ All sections of the application form must be completed. We regret **incomplete forms will not be considered.**
- ❑ Your package should include the following and in this order:
  1. Application form
  2. Evidence of acceptance from the institution where you intend to pursue your studies
  3. Letter(s) of reference
  4. Copies of certificates
  5. Evidence of achievements in nature conservation

## SECTION I – PERSONAL DETAILS

- ❑ **Ensure your address for correspondence is the one through which you can be reached most easily. Please do not forget to provide your e-mail contact details or a fax number.**
- ❑ Your **Nationality** is the country of which you are a citizen. Your **Country of Residence** is the country where you spend the majority of your time and where you work. This may be different from the country in which you are currently living.

## SECTION II – ACADEMIC OR PROFESSIONAL QUALIFICATIONS

- ❑ Give details of no more than three qualifications. If you have more, choose the highest three that you have been awarded. **Copies of the award certificates must be enclosed.**

## SECTION III – EMPLOYMENT AND EXPERIENCE

- ❑ Indicate the most recent employment.

## SECTION IV – LETTER(S) OF REFERENCE

- ❑ You should provide us with a Letter of Reference. Such letters can be obtained from your employer, from an academic institution or from a professional person who knows you well. This does not have to be a confidential letter. If you can not include it with your application form, please fill in the space Will forward on dd.mm.yy.

## SECTION V – DETAILS OF STUDY TO BE UNDERTAKEN

- ❑ Give full details of the course you intend to take. These details are an important consideration for the PBS Selection Committee.
- ❑ **It is necessary to clearly indicate the start and end dates of the course.**
- ❑ If, as a result of your application, you gain a Prince Bernhard Scholarship, you will be expected to take this course. **Taking any other course of study will jeopardize payment of the scholarship.**

## SECTION VI – ADMINISTRATIVE DETAILS

- ❑ It is very important to indicate that you have been accepted for the course and to provide documentary evidence. **Without this information, the PBS Selection Committee will not consider your application.**
- ❑ Indicate your employment status whilst studying by circling one of the possibilities.

## SECTION VII – DETAILS OF THE COSTS OF THE COURSE

- ❑ All monetary sums detailed in this section **must be given in CHF (Swiss Francs).**
- ❑ Your local bank will be able to supply you with up-to-date exchange rates. In case you don't have access to a bank, the following exchange rate of 04.08.2008 can be used or check [www.oanda.com/](http://www.oanda.com/)

<b>1 USD (\$) = CHF 1.05</b>
<b>1 GBP (£) = CHF 2.07</b>
<b>1 EURO = CHF 1.63</b>

- ❑ The **Total Cost of the Course** is the total amount that you estimate taking the course will cost. This includes items such as tuition fees, books and materials, accommodation, subsistence and travel expenses.
- ❑ **The amount of the scholarship applied for should be indicated in the next section.**

## **SECTION VIII – TOTAL AMOUNT OF SCHOLARSHIP APPLIED FOR**

- ❑ **The Amount of Scholarship applied for must not exceed CHF 10,000.** Please note that only in exceptional circumstances will the maximum award be granted.
- ❑ **Applications in excess of CHF 10,000 will not be considered.**
- ❑ If the cost of the course is higher than this, the balance must be secured from another source and written/signed proof of additional funding provided by that source.

## **SECTION IX – STATEMENT OF PROFESSIONAL ACHIEVEMENT**

- ❑ In this space you should provide brief details of a maximum of two personal achievements in the field of conservation, of which you are most proud.
- ❑ This is different from the next section (Personal Statement) where you should express details of your 'track record' in conservation.
- ❑ Where possible, you should include evidence of these achievements with your application. Examples include papers published, samples of materials produced, prize or award certificates, letters of recognition, photographs or newspaper reports of your work. Please note this list is not exhaustive and you may well have other ways of demonstrating the conservation success you have achieved.

## **SECTION X – PERSONAL STATEMENT**

- ❑ In this space you can enter further information which you believe to be relevant and which is not given elsewhere on the form.
- ❑ It provides you with an opportunity to draw attention to your skills and interests, your conservation aims, your chosen course of study, e.g. why at this point in your career you feel it is important to pursue additional studies; or to anything else about yourself, which you believe may be important for the PBS Selection Committee.
- ❑ You do not need to use all the space available but please do not exceed the space available.

## **SECTION XI – WHAT WILL YOU DO AFTER THE COURSE OR TRAINING ?**

- ❑ Indicate what you intend to do afterwards and how you will use the knowledge and skills acquired through the course. For example, you may go back to your work if you are on paid or unpaid leave. You may also look for new employment or continue your studies.

## **SECTION XII – ATTESTATION FROM THE APPLICANT**

- ❑ This is where you certify and sign your application form.

## **SECTION XIII – RECOMMENDATION FROM THE NEAREST WWF OFFICE**

- ❑ **Leave this section to be filled in by the WWF or Associate Office.** The PBS Selection Committee will only consider an application that has passed the initial screening by a candidate's

nearest WWF Office. A recommendation from a WWF Associate will also be accepted.

**Applications that have not been through this process will not be considered.**

- ❑ To find out which is your nearest WWF office, a list of WWF and Associate Offices is available on the website [www.panda.org/scholarships](http://www.panda.org/scholarships)
- ❑ If you live in a country without a WWF or WWF Associate Office, please send your application to the WWF Office/Associate nearest to your home country. If you have difficulty getting in touch with one of them, please contact the coordinator at WWF International.
- ❑ If you are living or studying outside your region (e.g. in Europe or North America), you should send your application to the WWF Office/Associate in your home country/region.

**Should you have any questions, please contact:**

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WWF Prince Bernhard Scholarships for Nature Conservation  
WWF International  
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E-mail: [mhartop@wwfint.org](mailto:mhartop@wwfint.org)  
Web: [www.panda.org/scholarships](http://www.panda.org/scholarships)

***Deadline FOR RECEIPT at the nearest WWF Office or WWF Associate :***

***12 January 2009***

WWF's mission is to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature, by:

- conserving the world's biological diversity
- ensuring that the use of renewable natural resources is sustainable
- promoting the reduction of pollution and wasteful consumption



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**WWF International**

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Switzerland

Tel: +41 22 364 9111





Last name/Family name

## WWF PRINCE BERNHARD SCHOLARSHIP FOR NATURE CONSERVATION

**APPLICATION FOR SCHOLARSHIP – PLEASE COMPLETE IN ENGLISH**

**YEAR 2009**

→ → → **VERY IMPORTANT** ← ← ←  
**PLEASE READ CAREFULLY THE INFORMATION FOR APPLICANTS BEFORE  
 COMPLETING THIS FORM**

### I. PERSONAL DETAILS

<b>Last Name or Family Name</b> →			
<b>First Name</b> →			
<b>Initial of Second Name</b> →			
<b>Present Address:</b> ↓	<b>Mailing Address:</b> <i>(only if different to present address)</i>		
Street: City: State: Country:	Street: City: State: Country:		
Tel: Fax: E-mail:	Tel: Fax: E-mail:		
<b>Date of Birth dd/mm/yy</b> →		<b>Sex (M/F)</b> →	
<b>Nationality</b> →		<b>Country of Residence</b> →	

### II. ACADEMIC OR PROFESSIONAL QUALIFICATIONS

Name and Type of Qualification	Class & Division	University or Institution	Dates Attended	Main Subject(s) Studied



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Last name/Family name

**III. EMPLOYMENT AND EXPERIENCE**

Date		Name & Address of Employer	Position Held
From	To		

**IV. LETTER(S) OF REFERENCE**

(circle where appropriate)

I enclose letter(s) of reference with this application form	YES	Will forward letter of reference on: ..... ..
---	-----	--

**V. DETAILS OF STUDY TO BE UNDERTAKEN IF SCHOLARSHIP AWARDED**

Type of Study	→	
Name of Institution	→	
Address	↓	
Street:		
City:		
State:		
Country:		
Tel:		
Fax:		
E-mail:		
Course Name	→	
Short Description of the Course	↓	
Start Date	dd/mm/yy →	End Date dd/mm/yy →



Last name/Family name

**VI. ADMINISTRATIVE DETAILS**

(circle where appropriate)

Have you been accepted for the above course?	<b>YES</b>	<b>NO</b>	
I enclose documentary evidence of my acceptance	<b>YES</b>	Will forward proof of acceptance on: .....	
Have you applied to an institution in your own country or region?	<b>YES</b>	<b>NO</b>	
If you have chosen an institution outside of your own country or region, please specify the reason:			
Employment status whilst studying	No Employment	Unpaid Leave	Paid Leave

**VII. DETAILS OF THE COSTS OF THE COURSE**

(please fill in CHF only)

Course Fees (as per information provided by the institution) →	CHF
Registration or Administrative Expenses →	CHF
Accommodation (if not already included in course fee) →	CHF
Subsistence (if not already included in course fee) →	CHF
International Travel →	CHF
Local Travels →	CHF
Insurance Costs →	CHF
Visa Costs →	CHF
Compulsory Books for the Course →	CHF
Photocopies/Paper/Stationary →	CHF
Other costs, please specify →	CHF
..... →	CHF
..... →	CHF
<b>Total cost of the course (in CHF only) →</b>	<b>CHF</b>
<b>Please note that the budget information will be checked. It should therefore be correctly filled in.</b>	



Last name/Family name

**VIII. TOTAL AMOUNT OF SCHOLARSHIP APPLIED FOR**  
 (please indicate the amount in CHF only)

Total amount of the scholarship applied for →		CHF
If the amount of award applied for is less than the total cost of the course, please fill in below the name and full address of the source that provides the additional funds required to make up the difference		
Name of Sources	Amount	Duration
1.	CHF	
2.	CHF	
3.	CHF	
Have you applied for a PB scholarship before	YES / which year?	NO

**IX. STATEMENT OF PROFESSIONAL ACHIEVEMENT RELEVANT TO CONSERVATION**

(Please do not exceed space given - see notes for applicants)



**WWF**

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Last name/Family name

**X. PERSONAL STATEMENT**

**(Please do not exceed space given - see notes for applicants)**



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Last name/Family name



Last name/Family name

**XI. WHAT WILL YOU DO AFTER THE COURSE OR TRAINING?**

(Please do not exceed space given - see notes for applicants)

**XII. ATTESTATION FROM THE APPLICANT**

I certify that I have read the "Information for Applicants" and that the information given in this application is correct and complete.

Date : ..... Signature: .....

*Please send your application to the nearest WWF Office or WWF Associate in your region (check the list of WWF addresses on [www.panda.org/scholarships](http://www.panda.org/scholarships))*

***Deadline FOR RECEIPT at WWF Office or WWF Associate: 12 January 2009***



Last name/Family name

**XIII. RECOMMENDATION OF NEAREST WWF OR WWF ASSOCIATE OFFICE**

(please tick the boxes)

Do you know the candidate?  YES  NO

If yes, in what capacity and for how long?

.....

Is the candidate a WWF staff member?  YES  NO

If yes, how long has this person been a WWF employee and what is their position?

.....

What specific criteria under the WWF Global Programme Framework was most relevant in the selection of the candidate?

.....

.....

What is the relevance of the training for WWF and what is the desired impact on WWF's programme in the country/region and conservation priority?

.....

.....

.....

.....

How do you rate your level of support for this candidate?  VERY HIGH  HIGH  MEDIUM

Please use a 2<sup>nd</sup> page for any further comments

Signature and endorsement: CEO or Conservation Director

Name : ..... Position: .....

Date : ..... WWF Office: .....

Stamp of the WWF Office: ..... Signature: .....



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Last name/Family name