

## **Association of Nature Center Administrators Peer Consult Financial Assistance Program**

Through the ANCA Peer Consult Financial Assistance Program, financial assistance will be awarded to qualifying organizations twice per year. The deadlines to apply are October 31 and March 15.

ANCA Peer Consults cost \$3,250 plus team member travel expenses, food, and accommodations (approximately \$1,500-2,500 per consult). Organizations may request up to \$2,250 in financial assistance and will be responsible for paying the balance of the total Peer Consult costs. These consults are designed to promote greater success in the nature and environmental learning center profession and to assist organizations that may not otherwise be able to afford the full consult fee.

The ANCA Consult Committee will review applications and recipients will be notified within 30 days of the October 31 and March 15 deadlines. The resulting consults must occur within 12 months of notification of the financial assistance award.

### **Eligibility**

To apply for assistance in the Peer Consult program, an organization/group must meet the following criteria:

- Be organized to connect people with the environment through natural history/environmental/outdoor education programs. Eligible organizations include public and private nature centers, environmental learning centers, residential environmental learning centers, camps, visitor centers, and natural history museums. Start-up organizations and Friends Groups are also encouraged to apply.
- Demonstrate a need for financial assistance.
- Describe up to 3 key issue(s) that is/are both well defined and within the scope of the Peer Consult process.
- Demonstrate that a majority of key decision makers within the organization are interested in a Peer Consult.
- Provide and label as instructed all of the requested application materials.

<b>Association of Nature Center Administrators Peer Consult Financial Assistance Program Application</b>
--

**NOTE: ALL SPACES ON THIS FORM EXPAND TO ACCOMMODATE AS MUCH INFORMATION AS NECESSARY**

**APPLICANT'S INFORMATION**

Name:	Title:	
Organization:		
Address:		
City:	State:	ZIP Code:
E-mail/Website:		
Phone:		
Staff FTE:	# Seasonal Staff:	Annual Operating Budget:

Maximum financial assistance is \$2,250. How much are you requesting?

Include an explanation of your need for assistance on Page 3 (see #2 below).

- Which statement best describes your nature center:
1. It is an independent nonprofit organization.
  2. It is operated by a larger nonprofit organization that has other locations/services besides the center (including Audubon, Colleges, and Universities).
  3. It is government-owned and -operated.
  4. It is run by a government/nonprofit partnership (e.g. a County and a Friend's Group).

- Additional Information:**
1. Provide a brief description of your center and facilities. (One page max. Include as Page 2 in the application.)
  2. Explain your top priority or key issue to be addressed in the consult and your need for financial assistance. Requests for assistance are competitive. Your statement of need should be compelling and explain why you need assistance and cannot afford to pay the full fee. You should also include how the financial assistance and a Peer Consult will benefit your center. (One page max. Include as Page 3 in the application.)
  3. Include the following attachments as separate files: (Please include the name of your center in the file name of all attachments. For example "ABC Nature Center 2016 Budget vs Actuals.pdf")
    - A. Last Year's Budget vs Actuals
    - B. Current Year's Operating Budget (including income and expenses)
    - C. A budget narrative that explains line items of significance or unusual activity
    - D. List of Board of Directors and their credentials/affiliations

**Please return this application and required attachments to:  
Jen Levy at [jenlevy@natctr.org](mailto:jenlevy@natctr.org)  
Questions?: 435-787-8209 or [jenlevy@natctr.org](mailto:jenlevy@natctr.org)**