** **

CALL FOR CONCEPTS 2025: PROJECT PROFILE QUESTIONNAIRE

Fill the form appropriately (Maximum words:100 each section)

**Part I: Basic Information**

**1.0 Conservancy Information**

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| **I.** | Full Name of the Conservancy (As per Reg. certificate) |  |
| **II.** | Contact Address |  |
| **III.** | County |  |
| **IV.** | Size of Conservancy in hectares |  |
| **V.** | Website |  |
| **VI.** | Year established |  |
| **VII.** | Contacts Persons | Chairperson…………………………… Email………………… Tel…………….… |
| Manager………………………………… Email………………… Tel…………….… |
| Accountant…………………………… Email………………… Tel…………….… |
| **1.1 Legal Registration & Affiliation** |
| **I.** | How is the conservancy registered (Trust, Company, Association, etc) (Submit copy of certificate) |  |
| **II.** | Is the conservancy registered by KWS, when? |  |

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| --- | --- | --- |
| **III.** | Describe the land ownershiparrangement of the Conservancy |  |
| **IV.** | Is the conservancy a member of KWCA, Yes/No |  |
| **V.** | Has the conservancy paid membership fees each year? |  |
| **1.2 Governance** |
| **I.** | Briefly describe your governance? What is your current board size? Indicate the number of male and female members |  |
| **II.** | How often does the board meet, how do you rate board effectivesness? |  |
| **III.** | Do you conduct AGMs, when was the last one held? |  |
| **1.3 Management** |
| **I.** | How many staff work full time in the conservancy, how many are male/ female? |  |
| **II.** | How many casual workers work in the conservancy? How many male/female? |  |
| **III.** | Which policies has the conservancy adopted to guide internal operations? |  |

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| --- | --- | --- |
| **IV.** | Which accounting system/software is used in the managementof conservancyfinances? |  |
| **V.** | Is the conservancy expenditures audited annualy (Share the most recent audit report) |  |

**2.0 Conservancy Achievements**

|  |  |  |
| --- | --- | --- |
| **I.** | What is the overall goal/purpose of the conservancy? |  |
| **II.** | Describe briefly the ecological significance of thearea managed by the conservancy? e.g., habitat, corridor, water source, species) |  |
| **III.** | Describe how the landowners/ communities areeffectively engaged in the conservancy activities? (Attach meeting minutes or reports e.g FPIC report) |  |
| **IV.** | How is the conservancy working to include women and youth in decision making and participation on conservancy activities? |  |

|  |  |  |
| --- | --- | --- |
| **V.** | In summary outline 5 key achievements the conservancy has attained in the last 5 years? |  |

# Part II: Project Information

**3.0 Project Description:** *This section is meant to outline in a concise way the proposed priority actions that the conservancy intends to implement in its journey to self sufficiency, investment readiness and maturity*

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| --- | --- | --- |
| **I.** | Project Title |  |
| **II.** | What challenges is the conservancy facing that the project intends to address |  |
| **III.** | Summary of conservancy activities prioritized to be implemented |  |
| **IV.** | What timeline in months will the activities be implemented (Maximum for IKI funding is 18 months) |  |
| **V.** | Budget: How much will it cost to implement the activities identified? |  |
| **VI.** | What changes will the conservancy realise by implementing these activities? |  |
| **VII.** | Who are the main beneficiaries of the project (give numbers if available) |  |

**4.0 Additional Information**

Please provide any additional information relevant to the idea described in the sections above (Maximum 100 words)