

Adopted: January 12, 2000

Reaffirmed: May 17, 2001

The Wyoming Animal Damage Management board (ADMB) has established the following protocols and criteria for the ADMB Project Proposal Applications as a method to establish integrated animal damage management priorities in the State of Wyoming.

Project Proposal Application Protocols:

1. Human Health/Safety Applications shall be prioritized and are maintained and evaluated separately from all other applications.
2. Applications must be received within the time frame but no later than the deadline established by the ADMB (The initial application deadline is Feb. 4, 2000).
3. Application received must be complete and all questions addressed in some fashion. If the question does not have any relevance to the project, then write in N/A.
4. ADMB members are free to contact any applicant to acquire additional information relating to project.
5. Applicant may be requested by the ADMB to give a formal presentation before the board.
6. Projects will be approved by a simple majority vote of the board. A tie vote will result in non-approval of the project.
7. Projects not approved, may be resubmitted for future re-consideration.
8. Project updates must be presented to the ADMB.
9. The ADMB retains the option to require additional stipulations on any project that it deems necessary (i.e., frequency of reporting, etc.).
10. Reporting to the ADMB: Semi-Annually: Oral Report; Annually: Written Report.
11. Applicant must provide detailed accounting summary of monies allocated to their project by the ADMB in the annual report.
12. For Multi-year projects: Disbursements will be annually.
13. Any remaining ADMB funds that were not used by the applicant during the tenure of the project shall be returned to the ADMB for reversion into their account.

Project Proposal Application Criteria (Basis for ADMB project selection): NOTE: Not all criteria may be applicable to each project application.

1. Total costs for project should be realistic.
2. Results should be measurable.
3. The cooperator listing should reflect contact and/or agreement with the project between varying entities.
4. How much or what is the percentage in relation to total funding of matching funds (outside dollars) or in-kind services being provided.
5. Defined project area.
6. Benefits derived versus expenditures.
7. Research Value
8. Variety of methods employed.
9. Ability and confidence that project will be done.