



WARNER COLLEGE  
OF NATURAL RESOURCES  
COLORADO STATE UNIVERSITY

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## CCC Fellows Program Cohort 12 Frequently Asked Questions

*Any questions NOT addressed here may be asked via email to Kim Skyelander, CCC Associate Director, at [kim.skyelander@colostate.edu](mailto:kim.skyelander@colostate.edu).*

**Q1: How will fellowship funds be disbursed?**

A: We will give fellows information on fund disbursement at the orientation meeting.

**Q2: Do literature references in the body of my application count against the length allotment?**

A: We recognize that literature references are sometimes critical to a proposal. While having a few references that go beyond the proposal length limitations is not a problem, please be selective with your references and avoid extensive lists.

**Q3: What file format should I submit my application in?**

A: Applications should be submitted in one PDF, following specified naming conventions. If you are having difficulties with file formats or naming conventions, feel free to contact us for assistance.

This preferred naming convention is:

*"Lastname-Firstname\_Team\_Application", Example: Skyelander-Kim\_Team\_Application (or Individual Application)*

**Q4: Can I attach letters of support from collaborators to my application?**

A: Letters of support will not be used in the evaluation of applications. However, we may contact your collaborators during the review process so they should be well-informed of the proposed project.

**Q5: I have applied to CSU's Graduate School but have not yet been officially accepted. Am I eligible for a Fellowship?**

A: You must be a current accepted graduate student at CSU to apply for a fellowship.

**Q6: I am not a full-time student. Am I eligible for a Fellowship?**

A: You do not need to be a full-time student to be eligible for a fellowship, but you must be enrolled and accepted at your institution.

**Q7: I am a graduate student now, but plan to finish during the term of the fellowship. Am I still eligible?**

A: You must be an enrolled graduate student through spring of 2023.

**Q8: I am a conservation practitioner with existing partnerships at CSU. Do I need to establish a new partnership for the purpose of this fellowship?**

A: Proposing to strengthen an existing partnership(s) is perfectly fine. What is most important is that you identify a partner who is a good fit for the proposed project.

**Q9: I plan to utilize most or all of my fellowship funds in the first 6 months (or last 6 months) of the 18-month fellowship term. Is this okay?**

A: You can use the funds whenever it is appropriate for your project. We will go over how to receive the funds at the orientation meeting. Note: You must use all of your funds by the end of the fellowship, August 31, 2023.

CCC reserves the right to hold back funds until the required products are turned in.

**Q10: How do I fill out the budget template? What sorts of costs will the fellowship actually cover?**

A: The lack of budget specificity is meant to encourage creativity, allowing you to address the needs of your particular project and your personal and professional strengths. Use the budget template, but you must also explain your budget in the proposal. If you are not based in Fort Collins it may make it easier and more understandable for your project to have two "Travel" sections, one which directly addresses travel by you or your team members for your proposed work, the other which addresses travel to Fort Collins for the fellows meetings, retreat, and trainings.

**Q11: How will my application be rated or evaluated?**

A: Please see the separate document on our website called Cohort 12 RFP Evaluation Criteria <https://collaborativeconservation.org/program/fellows/application-materials/>

**Q12: I don't live in Fort Collins. Do I need to include travel costs to attend the fellowship-related activities in Fort Collins in my budget?**

A: The costs of attending the Reception, Retreat and Trainings must be covered by your budget, or by other sources of funds available to you.