



ESP\_Guidelines\_2024\_v4

## EuroSpeleo Projects *Guidelines*

**The EuroSpeleo Projects (ESP) Fund supports internationally oriented speleological projects that are open to the participation of speleologists from all FSE member countries and lead to a multinational and multidisciplinary cooperation.**

### **1. Funding Objectives and strategy**

The fund supports activities, which sustainably enhance the knowledge about caves and karst in the categories "Exploration - Science - Protection" as the three main goals of Speleology, generally acknowledged by the International Year of Caves and Karst (IYCK)."

Support is given only to quality projects from which the majority of cavers will benefit from.

### **2. Projects and organisations receiving support**

#### **2.1. What is supported and what is not?**

EuroSpeleo Projects funds activities related to cave & karst research and exploration in Europe and worldwide locations. Examples are expeditions, congresses, caver meetings.

Protection and conservation activities as well as biospeleological research projects which are part of an ESP can not apply for an EuroSpeleo Protection Label (ESPL) later on.

Media projects like books and films are supported by the FSE via the "Book and Media Patronage" funds.

#### **2.2. Who is supported?**

EuroSpeleo Projects funds every individual, club, local organisation and national commission or federation who is member of an organisation being an FSE member.

#### **2.3. Which support is available?**

EuroSpeleo Projects are supported with a financial grant or gear from one of the FSE sponsors. Some projects may also benefit from both, funds and gear.

The deadlines for ESP applications are divided into two periods:

**30<sup>th</sup> of April** for projects taking place from **01/07 to 31/12** of the same year.

**31<sup>st</sup> of October** for projects taking place from **01/01 to 30/06** of the following year.

Applications can be sent in any time before the deadline.

When a project has to be delayed more than 3 months after the initial dates, a new application has to be made. (in case the delay decision is taken between application and evaluation dates)

Applications for projects that are postponed to a future year must reapply in the respective application period.

Finished and closed projects cannot be part of an application.

# FÉDÉRATION SPÉLÉOLOGIQUE EUROPÉENNE

There will be 2400.-€ available per period for all projects and the maximum is 800.-€ per project.

There will also be 8 sets of gear available per period which might be either:

200 m of Korda's rope

Gear from Aventure Verticale (AV) for the value of 400.-€

Scurion 900 LED lamp

The budget in an application must contain detailed information what will be financed with the FSE financial support.

The support depends on how projects are in line with FSE objectives of funding, their principles and overall strategy. It can include a grant and a sponsor item. The financial grant is only transferred after the final report is received and approved by the FSE bureau.

Money grants can only be sent to the bank account of the responsible organizer or association/club.

All applications per period will be evaluated together by the same team of evaluators selected by the FSE Bureau.

Evaluation of applications will be done within one month after the application deadline.

## **2.4. Obligations**

Projects have to follow the UIS Code of Ethics, the FSE Protection Charta and have to be inline with the FSE aims and objectives. The links to all this will be indicated in the link paragraph of the current guidelines and on the application form.

Further each project must follow the National law in the country of the activity.

The local or regional caving organisation(s) must be informed that an activity is taking place in their area.

The outcome of a project should be a benefit for a larger number of cavers or scientists.

## **3. Minimum Nation Criteria**

Only FSE members can apply for EuroSpeleo Projects. The activity should be open to all cavers, and must include cavers from minimum either:

4 FSE members or

2 FSE members plus cavers from FEALC and/or AUS members or

3 FSE members plus cavers from at least one non-FSE caving organisation which is a UIS member.

### **Please note that**

- FSE membership only counts when the annual fee for the year of the ESP application was paid.
- With respect to the diversity of speleological projects, applications with focus on same region, same people, same aim and same expectations have 3 years waiting time for a new project application. This regulation ensures that the EuroSpeleo Projects is used to support a wide range of international speleological activities.
- Participants nationality counts, not residential address and they need to be physically present during the activity - any reason of absence does not matter.

## **4. Submission and application documents**

### **4.1. Criteria**

<b>Criteria</b>	<b>Explanation</b>
Innovation & Documentation	New exploration areas, areas not documented, difficulty of area, subjects not previously covered, new meetings or congress subjects, research initiatives, level of documentation and publication of results
Science	Content for karst & cave studies, i.e. for geology, hydrology and biodiversity, archaeology, paleoclimate.
Diversity	Number of nations, gender diversity, openness of the project, inclusiveness of approach
Partnerships	Inclusiveness for local partners or the population in the area, cooperation with institutions or other Non-Government (NGO) and Government organisation or Civil Society Organisations (CSO)

# FÉDÉRATION SPÉLÉOLOGIQUE EUROPÉENNE

Education & Conservation	Training local partners, facilitation of knowledge exchange, protection and conservation activities, publications raising awareness for conservation in the area
--------------------------	--

Therefore, please make in the application transparent how your project contributes to these criteria and objectives. These are reviewed by a scheme and voted on in the FSE bureau.

## 4.2. Application Form

The application form may be downloaded from the FSE website. Only the "Application Form" on our website at the moment of the application can be used.

The application must contain a separate document which provides an overview of the project objectives, area or location, list of participants and planned financial budget.

## 4.3. Submission

The application has to be supported by the organisation member of the FSE.

The support by the afore-mentioned representatives needs to have an official character sent by email.

All documents (application, letter of support, abstract, report, communication with FSE) have to be in English language and have to be sent to the FSE ([projects@eurospeleo.eu](mailto:projects@eurospeleo.eu)) by either the FSE delegate, the president or the secretary of the FSE member organisation.

## 5. Requirements when receiving funding

### 5.1. After approval and during the activity

The FSE logo and equipment sponsor logos have to be used on webpages and reports. Please mention the support of the FSE and sponsors. The use of sponsor items has to be documented with pictures. Do not forget to take group photos.

Please inform FSE immediately if project objectives, target areas or number of attending nations are changing since it can affect the eligibility for funding.

### 5.2. Sponsor report 3 weeks after the activity

It is required to send a half page summary report with a minimum of 8 high resolution photos including 2 photos showing the different gear that was supplied by each FSE Official Partner.

The same pictures and summary might be used for FSE social media platforms. Note that the name of the photographer must be part of the file name.

### 5.3. Final report 3 month after the activity:

All final reports, photos and social media documentation have to be in no later than 3 months after the end date of the project. When it arrives later than 4 months all financial support will be cancelled!

The requested "final" report which is mandatory for all projects with ESP status, must be a document highlighting the key missions of the project, the results, involvement of stakeholders, financial report, scientific studies, list of participants and everything that has been subject of the application. It must include FSE and sponsor logos. General Pictures as well as a group photo with all participants should as well be part of the report. This report has to be given in electronic form to the FSE. (preferably in pdf format)

The final report is reviewed and compared to the initial application. The FSE bureau votes by majority on it. A financial grant is transferred after approval.

Please note that severe delays can result in the reduction of funding.

It is advisable that a sponsored EuroSpeleo Project will be presented at a major international speleological event.

# FÉDÉRATION SPÉLÉOLOGIQUE EUROPÉENNE

## 6. Copyright and compliance

### 6.1. Usage of report, photos and copyrights

The project participants agree that the final project report is shared on the FSE website, and the project mentioned in the FSE newsletter and FSE social media.

Each FSE Official Partner is granted a licence for five years from submission to reproduce the photos for promotion (e.g. in catalogues or advertising). FSE is granted a licence for internal use of the images in all its media for 10 years. Copyright of images remains with the photographer who has to be acknowledged with his/her name.

### 6.2. Fair play and compliance rules

FSE reserves the right to investigate after the termination of a project whether all criteria were met.

Unreported non-eligibility detected or negligence of the afore-mentioned deadlines for the delivery of photographs or descriptive texts/reports may result in reimbursement in full or in part of the support and may exclude organizers from future participation in ESPs.

## 7. Links for additional information

Current ESP guidelines: <https://www.eurospeleo.eu/eurospeleo-projects/>

ESP application form: <https://www.eurospeleo.eu/eurospeleo-projects/>

FSE member list: <https://www.eurospeleo.eu/member-countries/>

FSE protection Charta: <https://www.eurospeleo.eu/ECPC/charta/>

UIS Code of Ethics: <http://uis-speleo.org/wp-content/uploads/2020/03/Code-of-Ethics-of-the-UIS-English-Language.pdf>

Past ESP projects: <https://www.eurospeleo.eu/eurospeleo-projects/>

FSE disclaimer: <https://www.eurospeleo.eu/wp-content/uploads/2022/09/FSE-Privacy-Policy-version-2022.pdf>

EuroSpeleo Projects are supported by the FSE Partners:

