ACDICT Learning & Teaching Academy (ALTA) Learning and Teaching Grant Scheme

Project Proposal

Grant awards are for up to $15,000 for one year 2013–14

Project Proposals must be submitted on this form by email to tkoppi@gmail.com with subject: “Proposal ALTA L&T grant – institution name” by midnight AEST, 18 March 2013.

The application must meet the following minimum requirements

<table>
<thead>
<tr>
<th>Minimum requirement</th>
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<tbody>
<tr>
<td>Endorsed by at least 2 ACDICT member universities with clear collaboration between institutions</td>
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<td>Concerned with enhancing learning and teaching and of value to all Australian universities</td>
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<td>If building on work carried out at one institution, the proposed project must demonstrate advancement rather than repetition</td>
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Sections 1 to 7, maximum of 4 A4 pages, 11 pt font.

1. Lead applicant details

Lead applicant's name: 

Position: 

Faculty/Department: 

Institution: 

Email: 

Phone: 

2. Project collaborators

Proposals must include collaboration with at least one partner ACDICT member institution (www.acdict.edu.au/members.htm).

Collaborator's name: 

Position: 

Institution: 

Email: 

Phone: 

Add rows as required
3. Project title
15 words maximum

4. Project rationale, aims and outcomes
Summarize the aims and outcomes for the project and what the project sets out to address/achieve.

5. Project methodology
Outline of how the project will achieve its project aims, identifying deliverables

6. Project plan
Outline the project plan including timelines and allocation of responsibilities amongst the project team

7. Project communication
Outline any plans for developing the project outcomes further e.g. further funding, dissemination, and publications.

8. Project capability
Description of qualifications and experience of project team that demonstrate ability to contribute to achieving project outcomes (One page maximum)
9. Project budget
Budget and budget justification (One page maximum)

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<tr>
<th></th>
<th>ALTA $</th>
<th>Other /In kind $</th>
<th>Total $</th>
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<tbody>
<tr>
<td>PERSONNEL</td>
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<td>PROJECT SUPPORT</td>
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<td>PROJECT ACTIVITIES</td>
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<td>TOTAL (maximum $15,000 sought from ALTA)</td>
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10. Declaration and endorsement
The following must be repeated for each collaborating institution.

I hereby declare that the details provided in this application are true and correct.

Collaborator signature:………………………………………..       Date: ………………

I hereby endorse this project
Head of Academic Unit or similar
Name:
Position:

Signature:…………………………………………………………..       Date: …………