



## Australian Council of Deans of ICT

# 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](mailto: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

Minimum requirement	Tick
Endorsed by at least 2 ACDICT member universities with clear collaboration between institutions	
Concerned with enhancing learning and teaching and of value to all Australian universities	
If building on work carried out at one institution, the proposed project must demonstrate advancement rather than repetition	

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](http://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)

	<b>ALTA \$</b>	<b>Other /In kind \$</b>	<b>Total \$</b>
<b>PERSONNEL</b>			
<b>PROJECT SUPPORT</b>			
<b>PROJECT ACTIVITIES</b>			
<b>TOTAL (maximum \$15,000 sought from ALTA)</b>			

**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: .....