**Proposal for Project Funding for amounts up to $10,000**

**Information for Applicants**

All proposals for CAULLT project funding must be submitted using this form.

Successful funding applications will be announced at the CAULLT conferences in March/April and October/November, but applicants will be notified beforehand.

Only projects that are centrally concerned with academic development and CAULLT’s mission are eligible for CAULLT project funding. Project outcomes must be of direct relevance to CAULLT members and be disseminated through CAULLT’s communication systems.

Projects should normally be completed within 12 months of the award of project funds, but may be funded for up to 18 months.

Project applications must not exceed four (4) pages and no attachments will be accepted.

**Amount of funding sought: $**

**Project Title**

*Working title of project.*

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**Project Leader**

*Proposed project leader, institution and track record of successful project completions (not necessarily CAULLT/CADAD projects).*

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**The Practice Problem**

*The issue that new practice could address.*

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**The Significance of the Problem**

*Why the problem is important and the development of new practice would be worthwhile.*

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**What the literature and/or Experience Tell us about the Problem**

*The gap in our practice in this area.*

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**The Innovation of the Project**

*How this approach to the problem is new and why CAULLT is the right organisation to undertake this project.*

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**Project Methods**

*The main actions and processes of the proposed project (goals; actions; responsibility; timelines; success indicators), and collaborating individuals/institutions.*

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**Project Outcomes**

*The expected improvements in practice and new resources that will result from the project, and the benefits to CAULLT.*

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**Project Budget**

*Itemised costing of project actions (salaries; travel and accommodation; catering; minor operating expenses, e.g. printing; other).*

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**Project Evaluation**

*The proposed evaluation processes to be used and reported to CAULLT.*

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