

IAIA Mini Challenge Grant Application - 2010

Applications for the 2010 Mini Challenge (MC) Grants are due by 8 March 2010 and should follow the format below. **Applications should not exceed three pages.** Please send completed applications to Rita Hamm (rita@iaia.org).

- 1) Name of member or members applying – for the latter specify members of the project team and the team leader.
- 2) Contact person and contact information.
- 3) Name of IAIA Section (if this application is from a Section).
- 4) Project Title (max 20 words).
- 5) Indicate which (a-f) Strategic Action Plan category this project supports (see MCG Guidelines).
- 6) Project Objective (max 50 words) – note projects to use a MC grant should have one clear objective
- 7) Associated work or activities. Please indicate if the proposed project is part of a broader project already underway with multiple objectives, the activities involved and the timeline. Note this section will not necessarily apply to seed projects.
- 8) Project activities and outputs – Please use the table below, adding rows if needed.
Activities: What you are going to do with the MC funding
Outputs: What you are going to produce and by when (e.g., information gathered, network established/extended, meeting organised/held, document drafted/finalised/translated, web page content prepared, capacity building activities undertaken, etc.)

No.	Activity	Output	Completion Date
1			
2			
3			
4			

Note: It is best to have a few, well-defined activities and outputs that the grant is expected to achieve. Outputs should include a final report to IAIA HQ in an agreed form and a short article in the IAIA newsletter.

- 9) Outcome – what will these activities and outputs achieve in terms of benefits to members and the overall purpose of IAIA and its current strategic plan?
- 10) Achievement measure – how will you and the IAIA Board know the outcome is achieved, and when could this outcome be expected?

- 11) Inputs and budget necessary to achieve the Outcome:
- i) List voluntary work contribution of IAIA members
 - ii) List any other funding sources
 - iii) List any in-kind support
 - iv) Itemize how you will spend the grant
 - v) Submit budget, including income from all sources and all expenditures.