## Indicate the grant category:

[ ]  **Team-based Teaching & Learning Grant** (up to $20,000)

[ ]  **Early Career Academic Innovation Grant** (up to $5,000)

|  |
| --- |
| **Project name:** |

## Principal applicant’s contact details

The principal applicant must be either a current continuing academic staff member or a fixed term contract staff member at UniSA whose contract extends to the end of the project period. This person will also take substantial responsibility for the grant, if awarded. All correspondence goes to the principal applicant.

|  |  |
| --- | --- |
| **Name (title/first name/family name)** |  |
| **UniSA academic area** |  |
| **Office location**  |  |
| **Employee ID** |  |
| **Contact** | **Tel.** | **Email.**  |

**Project costing per stage**

Note that the number of stages will vary depending upon the project. Please amend this pro forma as required. Also, it is acknowledged that stages may overlap, depending upon the project.

**Stage 1: (Add name for expense/activity, e.g. Personnel)**

|  |  |  |
| --- | --- | --- |
| **Expense item** | **Description** | **Cost** |
| E.g. Personnel, research assistant | E.g. Hourly rate (inc. on costs) x hours | $ |
| E.g. Resource production | E.g. Design and content - 4 hrs @ x$/hr (incl. any GST) | $ |
| **Total Stage 1** | $ |
| **Date of completion** |  |

**Stage 2: (Add name for expense/activity)**

|  |  |  |
| --- | --- | --- |
| **Expense item** | **Description** | **Cost** |
|  |  |  |
|  | Add more rows if req’d |  |
| **Total Stage 2** | $ |
| **Date of completion** |  |

**Stage 3: (Add name for expense/activity)**

|  |  |  |
| --- | --- | --- |
| **Expense item** | **Description** | **Cost** |
|  |  | $ |
|  | Add more rows if req’d |  |
| **Total Stage 3** | $ |
| **Date of completion** |  |

**Stage 4: (Add name for expense/activity)**

|  |  |  |
| --- | --- | --- |
| **Task** | **Description** | **Cost** |
|  |  |  |
|  | Add more rows if req’d |  |
| **Total Stage 4** | $ |
| **Date of completion** |  |

**Stage 5:** **(Add name for expense/activity)**

|  |  |  |
| --- | --- | --- |
| **Task** | **Description** | **Cost** |
|  |  |  |
|  | Add more rows if req’d |  |
| **Total Stage 5** | $ |
| **Date of completion** |  |

(Add more stages if req’d)

|  |  |
| --- | --- |
| **GRAND TOTAL** | $ |

If your application is successful, the project funds will be transferred into an AD account for the duration of the project.

Contact teaching.awards.grants@unisa.edu.au if you have any enquiries.