**2019 New Colombo Plan Mobility - Internal Application Form**

Use this form to apply for NCP Mobility Grants for students participating in overseas mobility programs. Please send completed applications to jasmine.lim@unimelb.edu.au by 30 April 2018.

This form should be read in conjunction with the [2019 New Colombo Plan Mobility Program Guidelines](http://dfat.gov.au/people-to-people/new-colombo-plan/mobility-program/Pages/mobility-program-guidelines-2019.aspx).

1. Consortium or University of Melbourne Application

**Is this application on behalf of a Consortium?**

[ ]  Yes

[ ]  No

**Name of Consortium:** Click or tap here to enter text.

**Please state all Consortium members (all of which must be Australian universities):**

Click or tap here to enter text.

1. Project Details

**Project title:** Click or tap here to enter text.

**Project Coordinator:** Click or tap here to enter text.

**Host Location/s (of the 40 eligible NCP Host Locations):** Click or tap here to enter text.

**Will this project be undertaken in a secondary host location? Note – more than one secondary location can be selected. All secondary host locations must be on the list of the 40 eligible NCP Host Locations.**

**Project type:**

[ ] New project

[ ] An existing project funded via alternate funding

[ ] A previously funded NCP project

**Number of years of funding sought:**

[ ] 1 year

[ ] 2 years

[ ] 3 years

**If there is insufficient multi-year funding available to fund this project, would you like the first term of this project to be considered as a single-year project application?**

[ ]  Yes

[ ]  No

**Project description**

Give an overview of the proposed Mobility Project. This field does not contribute to the project's weighted score, but provides background information to help assessors understand the nature of the project proposal.

When responding, consider the following points:

* Only include information that pertains to the Mobility Project
* If the application includes a secondary host location, use this section to describe how it will feature in the Mobility Project
* Describe the project in a manner that a non-specialist would understand
* Keep the description concise

Maximum 150 words

Click or tap here to enter text.

**Is your university submitting an application for the same project to another host location/s in this round?**

[ ]  Yes

[ ]  No

**Length of study (select one):**

***For short-term projects***

[ ] 2 – less than 4 weeks

[ ] 4 – less than 6 weeks

[ ] 6 – less than 10 weeks

[ ] 10 weeks or more, but less than a semester

***For semester-based projects***

[ ] A semester, quarter, term or trimester (no less than 10 weeks, and no greater than 20 weeks as defined by the host institution)

**What is the minimum number of students required for the project to proceed?**

Click or tap here to enter text.

**Qualification level:**

[ ] Bachelor Degree

[ ] Bachelor Honours Degree

**Does the study experience include (choose one or more of the following)?**

[ ] Clinical Placement

[ ] Practicum

[ ] Research

[ ] Internship/Mentorship

[ ] Language Training

[ ] None of the above

**Does the study experience attract credit or fulfil a mandatory course requirement?**

[ ]  Yes

[ ]  No

*Note - Mobility projects must attract course credit or fulfil mandatory course requirements*

**Faculty, school or specialisation:** Click or tap here to enter text.

#### Project point of contact (Project leader, for example Head of Faculty or School)

#### Note – The project point of contact will act as a liaison point between project participants and DFAT for NCP event purposes.

Name: Click or tap here to enter text.

Position: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

**Details of Project Partners:**

*Note – More than one project partner can be selected*

* 1. Name: Click or tap here to enter text.
	2. Year/s which partnership may be active:

[ ] Year 1
[ ] Year 2
[ ] Year 3

* 1. Partnership status:

[ ] New
[ ] Existing

* 1. Partner type (choose one from the options below):

[ ] Host Institution e.g.: University of XYZ
[ ] Host Organisation e.g.: XYZ Museum
[ ] Private Sector Organisation e.g.: XYZ Inc.

* 1. Please indicate whether the Project Partner is also one or more of the following:

[ ] Offshore Campus of an Australian University (By ticking this option you are confirming that the conditions at Section 3.5 of the 2019 NCP Mobility Guidelines have been met)
[ ] Internship Host

[ ] Offering Private Sector Sponsorship
[ ] None of the above

**Project travel dates and funding: please complete for each year that is applicable to the funding you are seeking.**

**Year 1 (1 Jan 2019 – 30 Jun 2020):**

Anticipated travel start date (dd-mm-yyyy): Click or tap to enter a date.

Anticipated travel end date (dd-mm-yyyy): Click or tap to enter a date.

Proposed funding sought

Number of students: Click or tap here to enter text.

Grant amount per student (GST exclusive): Click or tap here to enter text.

Number of Internship grants: Click or tap here to enter text.

Number of language training grants: Click or tap here to enter text.

Are you seeking administration funding? Click or tap here to enter text.

*Note - Administrative funding will be retained centrally in Academic Services to facilitate the cost of project compliance and acquittal purposes*

[ ] Yes

[ ] No

If multiyear funding is sought, please fill this out for each year of the project.

**Year 2 (1 July 2020 – 30 June 2021):**

Anticipated travel start date (dd-mm-yyyy): Click or tap to enter a date.

Anticipated travel end date (dd-mm-yyyy): Click or tap to enter a date.

Proposed funding sought

Number of students: Click or tap here to enter text.

Grant amount per student (GST exclusive): Click or tap here to enter text.

Number of Internship grants: Click or tap here to enter text.

Number of language training grants: Click or tap here to enter text.

Are you seeking administration funding? Click or tap here to enter text.

*Note - Administrative funding will be retained centrally in Academic Services to facilitate the cost of project compliance and acquittal purposes*

[ ] Yes

[ ] No

**Year 3 (1 July 2021 – 30 June 2022):**

Anticipated travel start date (dd-mm-yyyy): Click or tap to enter a date.

Anticipated travel end date (dd-mm-yyyy): Click or tap to enter a date.

Proposed funding sought

Number of students: Click or tap here to enter text.

Grant amount per student (GST exclusive): Click or tap here to enter text.

Number of Internship grants: Click or tap here to enter text.

Number of language training grants: Click or tap here to enter text.

Are you seeking administration funding? Click or tap here to enter text.

*Note - Administrative funding will be retained centrally in Academic Services to facilitate the cost of project compliance and acquittal purposes*

[ ] Yes

[ ] No

**Project contributions**

Please complete the following details *for each project partner* contributing to this project (this means you will need to copy this section for each project partner in a new document and attach this accordingly).

[ ] Home University contribution

[ ] Host Institution Contribution

[ ] Private Sector Sponsorship

Project partner name: Click or tap here to enter text.

Contribution type:

[ ] Financial

[ ] In-kind

[ ] Both

Sponsorship status:

[ ] New

[ ] Existing

Years to which contribution applies:

[ ] Year 1

[ ] Year 2

[ ] Year 3

Value of financial contribution for each year

Year 1 $: Click or tap here to enter text.

Year 2 $: Click or tap here to enter text.

Year 3 $: Click or tap here to enter text.

Description of in-kind contribution for each year that funding is being sought:

Year 1 Click or tap here to enter text.

Year 2 Click or tap here to enter text.

Year 3 Click or tap here to enter text.

Explanation of project partners (mandatory); (maximum 100 words)

*Note - home university contributions can only be financial.*

Click or tap here to enter text.

**Evidence of contribution (optional):**

If the project involves a Mobility Partnership, evidence in the form of a memorandum of understanding, letter, email or contract from the Private Sector Organisation can be uploaded into ISEO at the time of application. Please include this in your email to the Grants Officer.

B. Selection Criteria

**Criterion 1 (40 per cent weighting; maximum 200 words)**

**How will the Mobility Project:**

**increase student knowledge of the Indo-Pacific and Host location?**

**increase student mobility to the Indo-Pacific and the Host location?**

Applicants should describe how the proposed Mobility Project will increase Student knowledge of the Indo-Pacific region and the Host Location and increase Student mobility to the region and the Host Location.

Responses should include examples of how this will occur. For example, increasing knowledge of the Indo-Pacific region may take place through direct learning, cultural training, engagement with local social and cultural institutions or direct engagement with local community, business or academic networks. Increasing Student mobility may occur by increasing the number of Students able to participate, expanding study program types or fields of study, or providing opportunities for student groups that would not otherwise have the opportunity to undertake a mobility experience.

Click or tap here to enter text.

**Criterion 2 (30 per cent weighting; maximum 150 words)**

**How will the Mobility Project:**

1. **support new and/or strengthened partnerships in the Indo-Pacific region?**
2. **be sustainable over time?**

Applicants must demonstrate how the proposed Mobility Project establishes or strengthens people-to-people and institutional relationships with the region, through the engagement of Students, universities, businesses and other stakeholders and how the relationships provide a strategic opportunity for enhanced engagement.

Responses should also outline how the partnership/s will continue and be maintained in the future, including current or planned partnership agreements. Responses should also outline any other steps being taken to ensure that the project will continue to operate in the future.

Click or tap here to enter text.

**Criterion 3 (10 per cent weighting; maximum 100 words)**

**How will the Mobility Project promote the New Colombo Plan in Australia and the Host location?**

Applicants must demonstrate how the proposed Mobility Project will be promoted in Australia and in the Host Location to build awareness of the New Colombo Plan, its objectives, and the benefits of study and Internships in the Indo-Pacific. Examples include:

* acknowledgement of the Australian Government’s funding of the Mobility Project in promotional activities in print and online university and partner marketing channels (“This Project is supported by the Australian Government’s New Colombo Plan” paired with the New Colombo Plan logo, which is available from the New Colombo Plan Secretariat)
* proactive promotion of the Project through local media, including recognition of the Australian Government funding as above (text and logo)
* promotion of the New Colombo Plan to relevant university staff and prospective participants through university internal communications and student outreach
* promotion of the benefits of offering Internship experiences to New Colombo Plan Students to prospective Internship and Mentorship sectors or providers.

Click or tap here to enter text.

**Criterion 4 (5 per cent weighting)**

**Will the Mobility Project support semester-based study opportunities in the Indo-Pacific?**

Applicants must advise whether their Mobility Project involves semester based study.

[ ] Yes

[ ] No

This selection criterion will be assessed as either “met” or “not met”.

**Criterion 5 (5 per cent weighting); maximum 100 words)**

**Will in-country language training be provided to students in the Host Location?**

Applicants must advise whether their Mobility Project will incorporate a language training component in the Host Location.

[ ] Yes

[ ] No

If yes, Applicants will need to indicate the name of the provider and the name of the course (if known).

*This selection criterion will be assessed as either “met” or “not met”.*

**Criterion 6 (5 per cent weighting)**

**Will the Mobility Project involve an Internship component?**

Applicants must advise whether their Mobility Project will incorporate an Internship component in the Host Location. See the definition of Internship under Section 15.

This selection criterion will be assessed as either “met” or “not met”.

Note: Applicants should answer ‘Yes’ to this question if:

* they are seeking funding for Internships Grants, and/or
* the Mobility Project comprises or includes a short-term or semester-length Internship, clinical placement or practicum.

[ ] Yes

[ ] No

**Criterion 7 (5 per cent weighting; maximum 100 words)**

**Is the Mobility Project supported by a Mobility Partnership?**

Applicants must advise whether their Mobility Project will involve a Mobility Partnership (see Section 2.5). The response must include information on the Mobility Partner, the proposed benefits to students from the Mobility Partnership, the proposed duration of the Mobility

Partnership, confirmation that the sponsorship offer has been made, and any other relevant information. Mobility Partnerships could include the provision by a Private Sector Organisation of a good or service free of charge for use in the Mobility Project that otherwise would have required payment of a fee or charge, or a cash contribution for the Mobility Project.

*This selection criterion will be assessed as either “met” or “not met”.*

[ ] Yes

[ ] No

Insert response, if applicable:

Click or tap here to enter text.

**Additional Selection Criterion for Internship Grant as part of a Semester-based Mobility Project (if sought)**

*The following criterion is only applicable if the Applicant is applying for the additional $1,000 (per Student) Internship Grant as part of a Semester-based Mobility Project (see Section 2.2.3). This is an eligibility criterion that will be assessed as either “eligible” or “ineligible”, and does not form part of the scoring process outlined in Section 4.3.*

**Will the Semester-based Mobility Project incorporate an Internship component? (maximum 100 words)**

Applicants must describe the proposed Internship component, including information on the potential Internship host, the proposed benefits to the participants from the Internship, the proposed duration of the Internship, confirmation that the university has considered visa requirements (if applicable), and any other relevant information.

Insert response, if applicable:

Click or tap here to enter text.

**Additional Selection Criterion for Language Training Grant as part of a Semester-based Mobility Project (if sought)**

*The following criterion is only applicable if the Applicant is applying for the additional $1,500 (per Student) Language Training Grant as part of a Semester-based Mobility Project (see Section 2.2.4). This is an eligibility criterion that will be assessed as either “eligible” or “ineligible”, and does not form part of the scoring process outlined in Section 4.3.*

**Will the Semester-based Mobility Project incorporate a Language Training component? (maximum 100 words)**

Applicants must describe the proposed Language Training component, including information on the potential Language Training host, the proposed benefits to the participants from the Language Training, the proposed duration of the Language Training, confirmation that the Applicant has considered visa requirements (if applicable), and any other relevant information.

Insert response, if applicable:

Click or tap here to enter text.

**Additional Selection Criterion for Multi-Year Funding (if sought)**

*The following criterion is only applicable if the Applicant is applying for a Multi-Year Mobility Project (see Section 2.4). This is an eligibility criterion that will be assessed as either “eligible” or “ineligible”, and does not form part of the scoring process outlined in Section 4.3.*

**How will Multi-Year Funding support the Applicant to deliver a long‑term and sustainable increase in student mobility to the region that could not be facilitated by a Single-term Mobility Project? (maximum 100 words)**

Applicants must describe how Multi-Year Funding will support their institutional strategy to increase and sustain student mobility to the Indo-Pacific region, including how the Multi-Year Funding will assist the Applicant to:

* stimulate new opportunities to scale-up and sustain ongoing student mobility
* strengthen and enhance partnership(s) with the Project Partner(s).

Insert response, if applicable:

Click or tap here to enter text.

# Associate Dean International Approval

Please send any relevant documentation to email listed at beginning of this form OR select second option and we will seek verification directly.

[ ] Yes – documentation emailed to Davina Potts (davina.potts@unimelb.edu.au)

[ ] Yes – verification of approval can be sought directly

# Student Success Application and Selection Process.

## Timeline

The table below summarises Student Success key dates for the 2019 round.

|  |  |
| --- | --- |
| **Timeline** | **Activity** |
| 12 February 2018 | Program guidelines published |
| 19 March 2018 | Application round opens  |
| 30 April 2018 | Project submissions finalised and submitted to Student Success (with support from Student Success). All project coordinators who are unable to submit an application before this date should register their interest and application with Student Success beforehand).  |
| 7 - 15 May 2018 | Chancellery review and endorsement |
| 15 May – 18 May 2018 | Endorsed applications uploaded by Student Success |
| 18 May 2018 | DFAT Application round closes at 11.30 PM AEST. |
| May – August 2018 | Applications assessed |
| August 2018 | Applicants notified of outcomes. Funding offers made to successful Applicants.Project schedules and invoices due four weeks after offers are made. |
| September 2018 | Details of all grants awarded published on *GrantConnect* within 21 days of the grant agreement(s) taking effect.  |