



National University of Ireland, Galway
Ollscoil na bÉireann, Gaillimh

ALIVE Civic Engagement Fund
Application and Budget Description Form

Proposed Project

Proposed Project Title

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Student Proposer Contact Details:

Name of Student	Year of Study and Programme of Study	
College Address	Email address	Mobile number

Staff Contact Details:

Name of Staff	Department or Office	
Title	Email address	Telephone number

Community Organisation Contact Details:

Name of Organisation	Name and Title of Contact Person in the Organisation	
Website	Email address	Telephone number

Proposed Project Details:

Please give a brief description of the project

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Please give a brief description of the impact of the project

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What are the aims / objectives for this project?

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How will you disseminate information about your project?

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Please outline a timeline for your project. Please note that the event must take place during academic year

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Funding Details:

Amount requested and breakdown of costs:

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Please note any other additional funds for this project:

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Project Evaluation

How do you plan to evaluate or monitor your project?

Signatures

For projects funded, the proposer agrees to:

1. Share their project experiences with a variety of communities, if requested.
2. Include the following statement in any printed programs, reports, press releases, or other publicity materials;
This programme is supported by the ALIVE Civic Engagement Fund of the National University of Ireland Galway.
3. Submit a portfolio for the project that includes a budget report of how the project funds were spent, by April 2009. Guidelines may be found on the ALIVE website.
4. Comply with all applicable NUI Galway policies, for example the NUI Galway Alcohol policy and Poster Policy.

Student _____

Date _____

Staff _____

Date _____

Community Organisation _____

Date _____

Application Checklist

- A group of five or more students
- A staff member to support the group
- A community partner to support the group
- Completed Application and Budget Description Form
- Signed Application Form agreeing to the Funding Obligations

Please complete this form in full. Once we have received this information then we will be able to get back to you to discuss your application. Please contact us if you need support in completing this form.

Please return completed form via email or hardcopy to: Lorraine Tansey, Student Volunteer Coordinator, Community Knowledge Initiative, National University of Ireland, Galway, University Road, Galway.

Tel: 00 353 (0)91 49 5346 studentvolunteering@nuigalway.ie www.nuigalway.ie/alive

