Preparing an Application under an OLT Grants Program

Does your idea fit within the priorities for the program?

Does your objective support the outcome/s specified in the program guidelines?

Have you clarified your ideas sufficiently to write, cost and justify the costs in a full proposal – if not you should consider an expression of interest?

Do you know the OLT’s policy on Intellectual Property Policy? (see Grants Programs Operational Information and Application Instructions).

Are you aware that there is supporting information for applicants attached to the Grants Programs Operational Information and Application Instructions?

Do you understand that there is the possibility of designing projects of different duration and size (funding amounts) within all the programs?

Have you thought about how you will disseminate the findings from your project, embed new practices etc and articulated this in the application?

Has your project any potential to benefit other institutions or the sector as a whole – if not it is not an OLT type project?

Is the prime beneficiary of your proposal within the higher education sector – if not it is not an OLT type project?

Have you planned the project management and evaluation?

If you are proposing a collaborative project with other institutions have you gained their agreement to the version of expression of interest/proposal you plan to submit and included evidence with any proposal?

If you have prepared a proposal has the budget been justified in terms of the approach you are taking and does it comply with the instructions provided in the guidelines – have you checked the arithmetic?

If you are preparing a full proposal have you prepared the budget according to the year long stages if the project will take longer than one year?

Does the project team have the ability to carry through the project, gain buy-in from the relevant groups and the support of those necessary to bring about change?