



Knowledge Management Fund 2019 Application Form

Project and contact details

- Project title*
- Lead applicant name and job title*
- Lead organization name
- Lead applicant (organization) address*
- Contact phone*
- Contact email*
- Co-applicant name and job title
- Co-applicant organization name
- Co-applicant (organization) address

Project

- Under which Thematic Headline are you applying?
 - Changing and Learning
 - Examining and Improving Policy
- To which strand are you applying?
 - Events
 - Innovation
 - Research
- Brief proposal outline:
 - In under 200 words, please outline what you propose to do and why.
- Project description:
 - In under 1000 words, please describe your project. Make reference to how it meets the assessment criteria, who the intended end-users are, how they will use the results, and how the project fits into a further trajectory.
- Proposed activities and timeline:
 - List in under 300 words the proposed activities of your project. Include a timeline or plan for their completion, as specific as possible. If you have included staff time in your budget, please indicate clearly who will be doing what for how long to ensure the costs are direct and justified.
- Proposed deliverables:
 - List in under 300 words the proposed deliverables of your project and outline how you plan to disseminate them among your intended audience. Include proposed dates for each deliverable. If you have included staff time in your budget, please indicate clearly who will be doing what for how long to ensure the costs are direct and justified.
- Do you foresee publicly showcasing your project?
 - Yes/No
- Budget proposal
- Images
- Notes

Eligibility checklist

- The project proposal sets activities and deliverables against dates
- The project will begin within 6 weeks of the decision date and not last longer than 6 months
- The project budget proposal meets the budget guidelines
- The project generates new research, links existing knowledge or actors, or breaks down the barriers for learning and change within or between people, institutions and organizations