



Annex 1

Guidance for application of a development project in FY2017

Project title

A clear and concise title that easily understand the objectives of the project is essential, no more than 10 words.

Project objectives

Project objectives have to be in line with at least one of the objectives listed in the Annex of the Tasmanian Statement. Describe expected outcomes and how the outcomes are valuable for IAMU and IAMU member universities.

Project coordinator

Clearly indicate the name, position and academic/research interests. The project coordinator is responsible for communication with the Secretariat. The contractor shall be the representative of the member university where the coordinator belongs.

Project members

List a maximum of up to 4 members with name, position and academic/research interests. All members including the project coordinator shall be the academic staff of IAMU member universities. It is desirable to have members at least from two member universities in different regions.

Terms of reference for the project coordinator and project members

ToR for the project coordinator and members are separately prepared and properly attached to your application

Project schedule and budget application

A detail project timetable and budget application are attached to the application. Maximum 20% of the total budget can be allocated for overhead costs.

Closing date for applications

Applications should be submitted by e-mail to the Secretariat as follows:

Due date: 31 January 2017

Contact person: Yutaka Emi, Deputy Executive Director

e-mail: info@iamu-edu.org

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