



Task Force 3: Astronomy for the Public
Project Application Form for Implementation in the 2013 Calendar Year

Please read the call for proposals on the OAD website (www.astro4dev.org), complete all fields of this form and send an electronic copy to proposals@astro4dev.org:

1. Project title:

2. Project summary (maximum 400 words):

3. Starting date (when do you expect to start implementing the project?)

4. Project duration (how long will the project take to complete?):

5. Project Location (where will the project take place?)

6. Total grant applied for in Euro (please see later for full breakdown of budget):

7. Objectives (what do you hope to achieve with this project?)

8. Target Audience (who will benefit from this project?)

9. Overall project implementation plan (how will you carry out the project?)

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10. Project timeline (please provide specific dates and activities throughout the project)

Date	Activity

11. Project deliverables (at the end of the project what will you be able to measure to see whether the project has been successful?):

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12. Contact details of project leader:

Title	
Surname	
Full Name	
Nationality	
Mobile phone number	
Email address	
Organization	
Position in organization	
Street address of organization	
Organization website	
Postal address of organization	
Organization telephone number	
Organization fax number	
Any other preferred means of communication e.g. Skype	

13. Background details of project leader:

Summary of academic qualifications	
Summary of relevant experience	
Brief career history	
Alternative contact person if project leader is unable to complete obligations	
Proposed team members and their responsibilities	

14. Project budget (Please provide a full breakdown of all expected costs of the project including taxes. An example of possible budget items is outlined in the table below but you may modify this as required for your project):

Item	Cost
Professional costs (e.g. number of people, rates, etc.)	
Travel and subsistence (e.g. distance, rate per km, etc.)	
Consumable items (e.g. meals, materials, etc.)	
Event Costs (e.g. venue hire, sound system hire, etc.)	
Production and printing (e.g. pamphlets, posters, etc.)	
Distribution of materials (e.g. postage, etc)	
Administration and support costs (e.g. phone, fax, etc)	
Other costs	
Total cost	
Other funding (amount/source/purpose)	
Amount requested from the IAU	

15. Submission of applications and closing date:

All completed application forms should be submitted by email to proposals@astro4dev.org. The deadline for submitting proposals is **23:59 UTC on Sunday, 30th September 2012**. All applicants will receive feedback during December 2012 for projects to be implemented in the 2013 calendar year. Successful projects must be able to provide a bank account through which the funds can be paid.

16. Enquiries:

Please direct enquiries to Kevin Govender (Director OAD), preferably by email at kg@astro4dev.org. Alternative contact information:
 Telephone: +27 (0) 21 460 6297; Fax: +27 (0) 21 447 3639; Mobile: +27 (0) 82 487 8466;
 Website: www.astro4dev.org; Skype: kevindran; Twitter: @govender; Postal address: P.O. Box 9, Observatory, 7935, South Africa; Physical address: SAAO, Observatory Road, Observatory, 7925, South Africa.