# Application form (Round 3, 2021): ASPA-ASIC Moneysmart funding for principals of secondary schools

## 1. School details

|  |  |  |
| --- | --- | --- |
| **School:** | Official school name: |  |
| Postal address: |  |
| State/Territory: |  |
| ABN: |  |
| Education sector: | Government Catholic Independent |
| **Principal:** | Name: |  |
| Email: |  |
| Phone: |  |
| **Project team:** | Name: |  |
| Email: |  |
| Name: |  |
| Email: |  |
| **Funding:** | Total $ applied for: |  |
| *Office Use only* | *Application #:* |

## 2. Application details

|  |  |
| --- | --- |
| **Opening date:** | Monday, 12 July 2021 |
| **Closing date and time:** | Friday, 24 September 2021, before 5pm AEST - email [**admin@aspa.asn.au**](mailto:admin@aspa.asn.au) |
| **Enquiries:** | Questions should be sent no later than 5pm AEST on Friday, 10 September 2021. Email the Australian Secondary Principals Association Limited (ASPA) - [**admin@aspa.asn.au**](mailto:admin@aspa.asn.au) |
| **Date guidelines released:** | Monday, 12 July 2021 |
| **Have you read the guidelines before completing this application?** | Yes, I have read the Guidelines and noted *12.2 Conflict of interest*. |
| **Project commencement date:** | The date the parties sign the letter of agreement or in any event no later than 29 January 2022 |
| **Project final report:** | No later than Friday 29 July 2022 |
| **Project completion date:** | Friday 29 July 2022 |

## 3. Project details

**NOTE:** In providing your responses to the questions below, please include information that addresses or describes your experience, capability and capacity as a principal of a secondary school to plan, conduct, implement and evaluate your school’s Principal Project.

|  |  |
| --- | --- |
| **Project name:** | |
|  | |
| **Give a brief rationale for and overview of the proposed project. Be sure to include a rationale and financial literacy component(s).** Refer to *3.4 Assessment criteria* in the Guidelines for more detail(Up to 500 words) | |
| ***Overview:***  ***Rationale:***  ***Financial literacy component(s):*** | |
| **What are the expected outcomes of your project?** (How will this project build financial literacy and capability of students /staff/parents? What will success look like?) List these. | |
|  | |
| **How will the outcomes of the project be shared with others?** (For example, at sector level, within your cluster group and wider school community) | |
|  | |
| **How will the outcomes of the project provide learning opportunities for future students?** | |
|  | |
| **Proposed key milestones and actions for the project** (eg. research & planning, staff/student consultation, project scoping, promotions, etc. List 5 – 10) | |
| **Feb 2022** |  |
| **Mar 2022** |  |
| **Apr 2022** |  |
| **May 2022** |  |
| **Jun 2022** |  |
| **Jul 2022** |  |

## 4. Items/resources required

|  |  |
| --- | --- |
| **List all items/resources you require and their cost**. *This total should add up to the amount requested on page 1.* | |
| **Item** | **Cost** (actual/ estimate) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  | **TOTAL:** |

|  |  |
| --- | --- |
| **List any other assets the school plan to contribute to this project** (e.g. materials, time, personnel, physical space, etc) | |
| **Asset** | **Contributed by** |
|  |  |
|  |  |
|  |  |
|  |  |

## 6. Reporting requirements

Once the funding has been awarded, you must document the progress of your project (to ASIC via email) as set out below:

|  |  |
| --- | --- |
| **Report required** | **Due date** |
| **Progress report** against meeting each of the key milestones | Friday 8 April 2022  (end of Term 1) |
| **Final report** summarizing the entire project (approximately 300 words and may include photos) | No later than Friday 29 July 2022 |

## 7. Data collection and communication

As part of the grant process you agree to:

* Provide consent for ASPA or ASIC to conduct due diligence on you, your school or proposed project based on the information contained in this application form or any other information that has been made available to ASPA or ASIC by any party.
* Participate in a short pre- and post-questionnaire and/or interview to evaluate the effectiveness of the grant program and to assist us to improve the process.
* As negotiated, ASIC may capture your project through film and photography to help grow this initiative and share with other schools and via ASPA and ASIC communication channels (e.g. Moneysmart website, ASPA newsletter).