Terms and Conditions for IATEFL Projects applications

The application…

1. Applications will only be considered from 'IATEFL Associate' teaching associations in countries listed as 'high', 'medium' or 'low' on the United Nations Human Development Index.
2. In order for the application to be considered, it must be received by IATEFL before the deadline, using the application form provided, and with all parts of the application form and budget completed.

The project…

3. The project must have a clear aim, and must benefit a broad community of language teachers.
4. The project must be realistic and achievable.

The individuals involved…

5. All individuals involved in the project should be included in the application, as well as their connection to the Teaching Association and their role in this particular project.

The budget…

6. The budget should be realistic and clearly indicate how the funds will be spent, who will benefit, and if other funding is also being received for the project.
7. You should not seek funding above the limit offered by the scheme. This is currently £1,500. You can request funding for less than £1,500 but only a maximum of £1,500 will be awarded.
8. All IATEFL Projects funds must only be used on the project detailed in your application. Any funds not used at the end of the Project should be returned to IATEFL.
9. You should show how you and others will contribute to the project in terms of time and resources.

Reporting…

10. You will be asked to provide regular reports to IATEFL on progress with the project, as well as showing how funds are being spent.
11. There should be clear plans to evaluate the project outcomes and disseminate the results.
12. A final report on the outcomes of the project must be submitted to IATEFL.
13. You will be asked to report back to the IATEFL community on the outcome of the project. This might include a presentation (recorded or at conference), a webinar, an article in Voices or in a SIG newsletter.

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