



# Academic Consortium 21

## 2010 AC21 Special Project Fund

Key Date

Application Period: From February 1 to February 26, 2010

# 2010 AC21 Special Project Fund

## Guidelines for Applicants

### 1. Purpose

The establishment of the AC21 special project fund (ACSPF) aims to promote the development of research and educational exchange between AC21 members. The fund should support various kinds of activities and research projects between members.

### 2. Special Project Fund

Up to 5,000USD per project (Maximum of two projects each year)

### 3. Application and selection process

- Application Deadline

To be eligible for the 2010 ACSPF, Application Forms will be accepted starting Monday, February 1, 2010 and must be received by the AC21 General Secretariat by Friday, February 26, 2010.

Application Forms must be submitted through the AC21 communicators of each university by either postal mail or e-mail. Applications which are incomplete or received after the closing date will not be considered.

- Selection Criteria

Applications will be screened and evaluated by the Steering Committee Members, and will be judged by the following criteria.

- The project should be one which can be developed as an ongoing AC21 project, or can contribute to advancing AC21 activities in the fields of research, education, management and international exchange.
- The project should involve at least **three** AC21 universities from at least two different countries.
- Universities with unpaid membership fees are ineligible.

- Project Examples

- Forum for graduate school students
- Joint research among AC21 members

- Selection process

- Each STC member will vote on proposals meeting the necessary requirements, and the top two projects will be accepted.
- The awards will be announced in April 2010

#### 4. Guidelines for budget use

- Expenses that will be covered by ACSPF
  - Forum expenses
  - Travel expenses
  - Expendable supplies (stationary and other consumables)
  - Other costs directly related to the project
- Expenses that will NOT be covered by ACSPF
  - Salaries
  - Scholarship for students
  - Course fees
  - Office equipment (Computer device, desk, and shelf etc.)

#### 5. Obligations

- 2010 ACPSF will be a single payment, available from April 2010.
- Recipients will be requested to submit a project report and a financial report due by December 25 each year (within the year the supporting fund is allotted)
- Recipients will be requested to submit an article featuring the project to AC21 Newsletter due by December 25 each year.
- Recipients failing to submit a project and financial report will not be eligible for future applications.
- The project group is requested to acknowledge the support received from AC21 in any project-related presentations, publications, events and publicity materials. (e.g. AC21 logos to be placed on every document )

#### 6. Submission of Applications

- Three items are needed for application:
  - 1) Application Form
  - 2) A timeline of activities between April and December 2010
  - 3) A detailed budget proposal with itemization of funds requested
- Application Form should be filled out by one representative from the project group. The representative should submit all application documents to his/her university's AC21 Communicator.
- All the required items should be sent by the AC21 Communicator so as to avoid any confusion in receiving the documents. Please be sure that the documents are sent by postal mail or e-mail.

\*AC21 Communicator Contact Details (For distribution in your university)

Name	
E-mail	Tel

\*Applications should be submitted to:

AC21 General Secretariat  
Nagoya University  
Furo-cho, Chikusa-ku  
Nagoya 464-8601  
JAPAN  
E-mail: [office@ac21.org](mailto:office@ac21.org)

## **Appendix**

### **Member Institutions**

Australia	University of Adelaide
	University of Sydney
China	Huazhong University of Science & Technology
	Jilin University
	Nanjing University
	Northeastern University
	Peking University
	Shanghai Jiao Tong University
	Tongji University
France	University of Strasbourg
Germany	Chemnitz University of Technology
	University of Freiburg
Indonesia	Gadjah Mada University
Japan	Nagoya University
Laos	National University of Laos
South Africa	University of Stellenbosch
Thailand	Chulalongkorn University
	Kasetsart University
U.K.	University of Warwick
U.S.A.	North Carolina State University

### **AC21 Partners**

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