# Application form (Round 2, 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, 3 August 2020 |
| **Closing date and time:** | Friday, 16 October 2020, 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, 2 October 2020. Email the Australian Secondary Principals Association Limited (ASPA) - [**admin@aspa.asn.au**](mailto:admin@aspa.asn.au) |
| **Date guidelines released:** | Monday, 3 August 2020 |
| **Have you read the guidelines before completing this application?** | Yes, I have read the Guidelines and noted *13.2 Conflict of interest*. |
| **Project commencement date:** | The date the parties sign the letter of agreement or in any event no later than 29 January 2021 |
| **Project final report:** | No later than 31 July 2021. |
| **Project completion date:** | 31 July 2021. |

## 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 primary 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 *4.4 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 project’s outcomes be shared with others?** (For example, at sector level, within your cluster group and wider school community) | |
|  | |
| **How will the project’s outcomes provide learning opportunities for future students?** | |
|  | |
| **Proposed key milestones and actions for the project** (eg. research & planning, staff/student consultiation, project scoping, promotions, etc. List 5 – 10) | |
| **Feb 2021** |  |
| **Mar 2021** |  |
| **Apr 2021** |  |
| **May 2021** |  |
| **Jun 2021** |  |
| **Jul 2021** |  |

## 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** |
|  |  |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| **List the** [**Moneysmart teaching resources**](https://moneysmart.gov.au/teaching-resources) **you intend to use to support this project.** |
| 1.  2.  3. |

## 5. Professional development requirement

|  |  |
| --- | --- |
| To receive the funding, it is mandatory the principal and/or two or more project team members complete the 2 hour online professional development (PD) course - [Teach Moneysmart: Be Moneysmart (2.0)](https://www.openlearning.com/asic/courses/teach-moneysmart-be-moneysmart?redirectTo=https%3A%2F%2Fwww.openlearning.com%2Fasic%2Fcourses%2Fteach-moneysmart-be-moneysmart%2Fhomepage).  This course supports the teaching of financial literacy education using Moneysmart’s classroom resources in real-life contexts and also supports teacher’s personal financial wellbeing. | |
| **Provided the full names of all staff members nominated to complete the PD course.** | 1.  2.  3. |

## 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** |
| **Key milestones** set for this project | **26 February 2021** |
| **Progress report** against meeting each of the key milestones | 30 April 2021 |
| **Final report** summarizing the entire project (approximately 300 words and may include photos) | No later than 31 July 2021. |

## 7. Data collection and communication

As part of the grant process you agree to:

* Provide consent for APPA 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 APPA 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.