

UWS Process and Timelines for Priority Projects Program: Round 1



UWS Submission Date: 01/03/10 UWS Closing Date: 02/04/10 ALTC Closing Date: 09/04/10

Steps	Timeline
<p><u>Step 1</u> ALTC publishes dates and guidelines for 2010</p>	By August 2009
<p><u>Step 2</u> Office of PVC L&T circulates information on ALTC Priority Projects Program via UWS email bulletins and calls for Full Proposals.</p>	December 2009
<p><u>Step 3</u> Applicant completes the application form and Full Proposal and sends them via email attachment to the Head of School and Executive Dean for endorsement.</p>	22/02/10
<p><u>Step 4</u> Applicant forwards the endorsed documentation to the office of the PVC L&T via ALTCinfo@uws.edu.au for consideration by the UWS ALTC Liaison Group. Where UWS is not the lead institution, a copy of the proposal must still be submitted. Full Proposals should not be sent to the ALTC without the agreement of the ALTC Liaison Group.</p>	01/03/10
<p><u>Step 5</u> ALTC Liaison Group meets to consider all full proposals, make recommendations for change, and/or agree that the full proposal should be submitted to ALTC.</p>	w/o 15/03/10
<p><u>Step 6</u> Office of the PVC L&T advises applicant, relevant Heads of School, Associate Deans Academic and Executive Dean of outcome at Step 5 (including any changes that are required)</p>	23/03/10
<p><u>Step 7</u> Following amendment (if necessary), applicant completes the application form via the ALTC web-based grants management system, attaching the full proposal and any supporting documentation. At this time, the applicant should attach a letter of endorsement from the PVC/DVC (Academic) of any partner organisations as required by Section 5.2 of the Priority Projects Program Guidelines.</p>	02/04/10
<p><u>Step 8</u> Applicant sends a scanned copy of the full application (including supporting documentation) to the Office of the PVC L&T via ALTCinfo@uws.edu.au</p>	02/04/10
<p><u>Step 9</u> Office of PVC L&T enters details into the UWS ALTC Applications Register</p>	09/04/10

UWS Process and Timelines for Priority Projects Program: Round 2



UWS Submission Date: 21/06/10 UWS Closing Date: 22/07/10 ALTC Closing Date: 29/07/10

Steps	Timeline
<p><u>Step 1</u> ALTC publishes dates and guidelines for 2010</p>	By August 2009
<p><u>Step 2</u> Office of PVC L&T circulates information on ALTC Priority Projects Program via UWS email bulletins and calls for Full Proposals.</p>	May 2010
<p><u>Step 3</u> Applicant completes the application form and Full Proposal and sends them via email attachment to the Head of School and Executive Dean for endorsement.</p>	14/06/10
<p><u>Step 4</u> Applicant forwards the endorsed documentation to the office of the PVC L&T via ALTCinfo@uws.edu.au for consideration by the UWS ALTC Liaison Group. Where UWS is not the lead institution, a copy of the proposal must still be submitted. Full Proposals should not be sent to the ALTC without the agreement of the ALTC Liaison Group.</p>	21/06/10
<p><u>Step 5</u> ALTC Liaison Group meets to consider all full proposals, make recommendations for change, and/or agree that the full proposal should be submitted to ALTC.</p>	w/o 5/07/10
<p><u>Step 6</u> Office of the PVC L&T advises applicant, relevant Heads of School, Associate Deans Academic and Executive Dean of outcome at Step 5 (including any changes that are required).</p>	13/07/10
<p><u>Step 7</u> Following amendment (if necessary), applicant completes the application form via the ALTC web-based grants management system, attaching the full proposal and any supporting documentation. At this time, the applicant should attach a letter of endorsement from the PVC/DVC (Academic) of any partner organisations as required by Section 5.2 of the Priority Projects Program Guidelines.</p>	22/07/10
<p><u>Step 8</u> Applicant sends a scanned copy of the full application (including supporting documentation) to the Office of the PVC L&T via ALTCinfo@uws.edu.au</p>	22/07/10
<p><u>Step 9</u> Office of PVC L&T enters details into the UWS ALTC Applications Register.</p>	29/07/10