

## **GSDI Small Grants Program Application Submission Guidelines - 2017**

**Note: All Small Grant Applications are to be submitted to the GSDI Association by email (PDF or .doc files) at [smallgrants@godi.org](mailto:smallgrants@godi.org)**

Your application should follow the format set out in this document.

### **1. Focal Point Institution**

*[Name of the main Institution requesting the grant and would receive and be responsible for the funds, if awarded, and country where it is located.]*

### **2. Main Contact Person**

*[Full contact details for the main contact person at the Institution applying for the grant]*

Name:

Institution name:

Role/Title/Department within the Institution:

Contact Address:

Country:

Email address:

Telephone:

Fax:

Website (if one exists):

### **3. Introduction and Background**

*[Introduction to the grant request – why the grant will help in preparing for implementing Spatial Data Infrastructure in your organization, nation or region – maximum 250 words.]*

### **4. Project Description**

*[Description of the Project being proposed for the grant award – how the funds would be used - maximum 500 words.]*

### **5. Project Staff**

*[Details of the staff who would work on the Project – name, title, institution (if different from the Focal Point Institution), contact email, responsibilities on the Project, skills relevant to the work proposed.]*

## 6. Summary of Deliverables

*[Describe the outputs from the proposed Project, i.e. provide details for all deliverables that are to be included in the Project and made publicly available, e.g. meeting(s), seminar(s), workshop(s) or conferences held, survey(s) conducted, report(s) published, etc.]*

## 7. Period of Performance of the Project

- Starting date of the project:
- Phase/Step 1 start date:
- Phase/Step 2 start date:
- Etc.
- Completion date of the project:

## 8. Proposed Budget (if requesting a Cash Award - up to \$2,500)

*[Specify the proposed Project Budget below (excluding additional or 'in kind' activities or costs) for each major expenditure of the Project.]*

### Budget Details:

## 9. Details of Additional or In-kind Funds to Co-finance the Project

*[List any funds used by the Project that supplement those from the Small Grant and any other 'in kind' funding, e.g. work on the Project provided by the proposer(s) in addition to that funded by the Grant.]*

## 10. Request for support from URISA GISCorps

*[If you would like your proposal to be submitted also to URISA's GISCorps, which provides volunteer helpers on GI related projects, indicate here how the volunteers might be able to support your project. Visit <http://www.giscorps.org/> to learn more about this support.]*

## 11. List of Collaborators

*[List the persons who will collaborate on the Project – name, address, Institution, role/department in the Institution, email contact details – other than the Project Staff already listed in (5) above.]*

## 12. Follow-up Activities

*[Describe any activities proposed to be carried out following the completion of the Project or of the phase(s) that are funded by the Small Program Grant, i.e. further dissemination of information, publicity of the results, follow-on work, etc.]*

<p><b>Submit your completed form/application by email attachment to: <a href="mailto:smallgrants@gsdi.org">smallgrants@gsdi.org</a></b></p>
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