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| **COMMONWEALTH EDUCATION GOOD PRACTICE AWARDS 2018**  **APPLICATION FORM**  **Please read the Commonwealth Education Good Practice Awards 2018 information brochure before completing this form. Please complete the form in full and respect the word limits or your application may be at risk of being disqualified. We strongly invite you to provide a 3 to 4-minute video using a smartphone or similar device presenting your project (no professional productions please!). Although not part of the selection criteria, the video that is submitted may be included on the Commonwealth Secretariat websites or other media. You may also wish to upload additional material to support your application (for example links to project websites, articles, video/audio content).** | |
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| Applicant Information | | | | | | | | | | | | | | |
| **1. Country** |  | | | | | **2. Title of the good practice** | | | |  | | | | |
| **3. Leader of the good practice** | | | | | | |  | | | **4. Position** | | |  | |
| **5. Contact person** | | | | | | |  | | | **6. Position** | | |  | |
| **7. Organisation name and date of establishment** | | | | | | |  | | | | | | | |
| **8. Organisation address** | | | | | | |  | | | | | | | |
| **9. Telephone number** | |  | | **10. Fax number** | | | | |  | | **11. Email address** | |  | |
| **12. Size of organisation (please include numbers where appropriate)** | | | | | Learners: | | | Educators: | | Staff: | | Community: | | Other: |
| **13. Size of beneficiary (please include numbers where appropriate)** | | | | | Learners: | | | Educators: | | Staff: | | Community: | | Other: |
| **14. Number of people participating (please include numbers where appropriate)** | | | | | Learners: | | | Educators: | | Staff: | | Community: | | Other: |
| **15. Category addressed in submission/nomination** | | | Category 1  Category 2  Category 3  Category 4  Category 5 | | | | | | | | | | | |
| EXECUTIVE SUMMARY (maximum 300 words) | | | | | | | | | | | | | | |
| **16. Please provide an executive summary.**  ***Please include the aims and objectives of the good practice.*** | | | | | | | | | | | | | | |
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| good practice Description (maximum 1,000 words) | | | | | | | | | | | | | | |
| **17. Please provide a description of the good practice.**  ***Please include the background to the good practice, who was involved, what was done and what the results have been. Also include the budget involved, the source of funding and expenditure details.*** | | | | | | | | | | | | | | |
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| meeting the good practice awards criteria (MAXIMUM 1,400 words IN TOTAL) | | | | | | | | | | | | | | | |
| **18. Please state how the good practice meets each of the criteria of the Awards.**  ***Please read the ‘Criteria for the Good Practice Awards’ in the Commonwealth Education Good Practice Awards 2018 information brochure before completing this section.*** | | | | | | | | | | | | | | | |
| **Relevance** | | | | | | | | | | | | | | | |
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| **Innovative** | | | | | | | | | | | | | | | |
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| **Measurable Impact** | | | | | | | | | | | | | | | |
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| **Sustainability** | | | | | | | | | | | | | | | |
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| **Efficiency and Effectiveness** | | | | | | | | | | | | | | | |
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| **Knowledge Exchange and Participation** | | | | | | | | | | | | | | | |
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| **Replication** | | | | | | | | | | | | | | | |
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| Other questions | | | | | | | | | | | | | | | |
| **19. Name at least two lessons learnt** | | | | | | | | | | | | | | | |
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| **20. Name at least two challenges** | | | | | | | | | | | | | | | |
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| **21. How did you overcome the challenges?** | | | | | | | | | | | | | | | |
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| **22. Any additional information in support of your application** | | | | | | | | | | | | | | | |
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| Signature | | | | | | | | | | | | | | | |
| **Authorising signature (Head of Organisation)** | | | | | | | | | | | | **Date** | | | |