

**AMICAL cohort to DHI-B 2019**

Application form

To be considered for review, this application must be forwarded to [contact@amicalnet.org](mailto:contact@amicalnet.org) from the email address of the applying team’s provost or dean.

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| Note to provosts/deans: **Applications concerning a maximum of four individuals may be endorsed and submitted** from each institution. You may endorse more than one team or individual from your institution, but each team’s application should include no more than 3 individuals.  Participation in the AMICAL cohort entails a financial commitment on the part of team members or their institution:   * **AMICAL Full and Affiliate members:** AMICAL will cover the airfare (within certain limits to be explained later) and accommodations (which include breakfasts). The team or their institution must cover all other meals and minor expenses entailed by participation in DHI-B. * **AMICAL Network members:** Will benefit from sponsor-covered DHI-B registration, as well as participation in cohort activities, but will not be eligible for direct financial support from AMICAL.   If you support this application and believe that it fulfills the the application criteria (as listed under [Who should apply](https://www.amicalnet.org/events/amical-cohort-to-dhi-b-2019/who-should-apply) and [How to apply](https://www.amicalnet.org/events/amical-cohort-to-dhi-b-2019/how-to-apply) on the AMICAL cohort site), you should forward it to [contact@amicalnet.org](mailto:contact@amicalnet.org) accompanied by a brief statement to the effect of: *“I endorse this application.”* |

# **Applicant information**

### Institution:

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### Team Member 1

### *Team coordinator, responsible for communications between the team and AMICAL.*

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| --- | --- | --- | --- |
| **Name:** |  | **Email:** |  |
| **Department:** |  | **Title**: |  |

### Team Member 2

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| **Name:** |  | **Email:** |  |
| **Department:** |  | **Title**: |  |

### Team Member 3 (if applicable)

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| **Name:** |  | **Email:** |  |
| **Department:** |  | **Title**: |  |

# **Description of project and team**

Describe your project and your team, clearly articulating the following elements:

**The goal of the project, including a statement of the problem or need the project will address.**

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**The role and expected contributions of each of the team members in relation to the project** (only those with a substantial and sustained role in the project should apply to participate in the cohort).

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**A list of stakeholders who affect or are impacted by their project.**

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**A description of major requirements, or likely challenges, that will need to be met for the project to succeed.**

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**Decisions or commitments (of responsibility, time, money, resources, etc.), that have been made that demonstrate readiness of your institution and/or your local colleagues to support work on the project or initiative**. Even if the support demonstrated is small, you should be able to cite specific communications, measures taken, etc.

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**A timeline, even if provisional, showing dates by which intermediate goals will be achieved, both pre- and post-DHI-B.** Be sure to include here a projected final outcome, or a measurable/reportable intermediate outcome, that can be shared in some way with the cohort, online or in some form of documentation, by December 2019.

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# **Relevance of DHI-B**

Relate DHI-B to your project, explaining how DHI-B will help the project to address the needs or challenges described above and to succeed in meeting its goal. In particular, you should:

**Indicate what short and long workshops each team member has selected.** For the long workshop, we ask that you also indicate their second choice in case the first is not available. For each choice, explain how the long workshop relates to the project and its objectives.

*(Special instructions for those selecting one of Jeff McClurken's long workshops as your "First choice": since only one of Jeff's 2 proposed workshops will be offered, depending on the interest of the cohort selected, it is imperative that you also select and explain the relevance of a "Second choice", from among the other proposed long workshops, that would also serve well the needs of your team or project. The second choice could be Jeff's other workshop, Tracy Chapman Hamilton's workshop, or any of the others proposed.)*

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**Indicate any other goals the team has in participating in DHI-B, not directly related to the workshops.**

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# **Comments**

Any other comments or remarks you would like us to take into account when reviewing this application.

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