

***FUND FOR THE INTERNATIONAL DEVELOPMENT OF ARCHIVES (FIDA)***

**REFEREE FORM**

Applicants must send this form, together with a completed copy of the application, to each of their referees.

Referees are kindly asked to complete this form and email it as an attachment to: [fida@ica.org](mailto:fida@ica.org)

**All referees’ forms must be received by 15 June 2017**

**1 Application details**

|  |  |
| --- | --- |
| Family name |  |
|  |  |
| First name |  |
|  |  |
| Title (Dr/Mr/Mrs etc) |  |
|  |  |
| Title of project |  |

**2 Referee details**

|  |  |
| --- | --- |
| Family name |  |
|  |  |
| First name |  |
|  |  |
| Title (Dr/Mr/Mrs etc) |  |
|  |  |
| Position held |  |
|  |  |
| Address of employing institution |  |
|  |  |
| Email address |  |

**3 Referee comments**

As a referee, you are invited to provide comments on the application on each of the areas listed below.

**3 a)** **Please comment on the significance of the project to the career development of the individual or of the group/organisation.**

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**3 b)** **Please comment on the content of the project, insofar, as this information is available to you.**

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**3 c)** **Please comment on the significance of the project to the archival/records management development of the country or region concerned.**

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**3 d)** **Please comment on the feasibility of the proposal and whether the time-scale and resources requested are justified.**

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**3 e)** **Please comment on the expertise and experience of the applicant(s) as reflected in their *curricula* *vitae* and in the overall quality of the proposal, particularly their track-record of delivery.**

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**3 f)** **Please provide any additional comments.**

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**Thank you for your comments**