

Learning and Teaching Innovation Grants: Guidance

What are the Learning and Teaching Innovation Grants?

The Learning and Teaching Innovation Grants provide funding (50k) to support initiatives that enhance learning and teaching. The grant funding will be allocated to support research and enhancement initiatives that aim to positively impact student progression, non-continuation & performance. Each project proposal will need to clearly outline how it aims to impact positively on student retention.

Funded projects will support the [Universities Education Strategy](#) and will be collaborative in nature. Student engagement is key and each bid will need to outline how students will be involved in the process. Strong applications will include the involvement of multiple course teams/departments/student support services and Student Union representation. Where possible joint funding with an external organisation is encouraged, however this is not required.

Projects will address one or more of the following strategic priorities:

1. Assessment and Feedback
2. Technology Enhanced Learning
3. Student Engagement
4. Employability
5. Student Support
6. Teaching Quality & Delivery

Funding is available in different amounts, from small sums to cover quick interventions (upto 2k) to more substantial amounts for more complex initiatives. Bids are normally funded to a maximum of £5k (please note that the maximum amount of 5k will only be awarded to projects which involve multiple departments).

The application process

In order to apply, the project team will need to complete the Application Form for consideration by the award panel. There is one funding round this year. The timing allows applications to forward plan and run their projects in 2018/19; funding will be allocated at the start of the academic year.

The deadline for applications is 5pm on Friday 14th September 2018

Final decisions will be communicated to applicants by 12th October 2018.

The application must include a statement confirming support from the Heads of Departments in which the applicants reside, as well as those departments in which the projects will be conducted.

Applications must clearly state how much is being requested and provide a breakdown of how the money will be used. Project teams should contact their Departmental Senior Finance Officer to discuss the financial resource requirements for the project.

The grant will fund:

- Teaching buy out in particular circumstances (The panel will not automatically fund buy-out of teaching. If you wish to include this within your bid, this should be justified against your workload allocated research time and should take into account any associated administrative or other duties)
- Resources to support the project, including those relevant to inquiry-based learning/action research as well as scholarly or pedagogic investigations (evaluating progress and outcomes, gathering data, assistance with enquiry)
- Hardware and software for the project
- Modest incentives to student participants, typically no more than 15% of the total project budget. Higher amounts may be considered following justification to the panel.
- Costs of dissemination
- Training and development in support of project
- For short- term innovative projects (sustainable) programme development which has not been supported by other means

The grant will not fund:

- Attendance at conferences in which the project is not being disseminated
- Equipment intended for use after the project is completed
- Repeat projects
- Normal programme development and resource requirements

Ethics

An ethical statement is provided as part of the application form and where applicable projects should seek approval in line with the [University Ethics Policy](#). Please contact Dr Simon Kolstoe University Ethics Advisor, Research & Innovation Services for more guidance.

Assessment Criteria

Each application will be considered by a Panel consisting of the Associate PVC Student Experience, Head of Academic Development, VP Education Students Union, Head of Technology Enhanced Learning, a representative Associate Dean of Students, a representative from the Higher Education Principal Fellow Network & a Representative Head of School

The proposals will be evaluated against three criteria:

1. Quality of proposal

- *Is the project innovative, ambitious and realistic given the timeframe and funding requested?*
- *Is the project coherent in terms of the aims, intended outcomes, methods and data analysis procedures chosen?*
- *Will the project have a positive impact on student engagement, progression and retention?*
- *Do the proposers clearly articulate how their project will provide a catalyst for further research, enhancement and impact beyond the award?*

2. Appropriateness of the proposed research project

- *Does the project clearly align with the funding strand (s) identified?*
- *Does the project clearly align with the University Education strategic priorities?*
- *Is there clear cross-department collaboration and impact? (particularly relevant for larger bids up to 5k max)*

3. Budget & value for money

- *Are all project items fully and appropriately costed?*
- *Does the project represent value for the money?*

Completion, dissemination and evaluation

1. **Project completion.** The project money must be spent in this financial year and a brief final report submitted to the Head of Academic Development by 31st July 2019.
2. A template is available for this report, which will be made available on the Intranet and via email . These reports will act as information for interested parties and as exemplars for future applicants.
3. In addition, all successful recipients of funding will contribute a short presentation/interview which will be digitally captured as part of an online resource hub which will be housed on the external website to disseminate and share best practice.
4. Copies of all disseminations in peer reviewed journals etc. should be given or made available digitally to the Department of Curriculum and Quality Enhancement.