

**HEPPP Grant Guidelines 2015**

**Objectives of Higher Education Participation and Partnerships Program funding**

The Higher Education Participation and Partnerships Program (HEPPP) aims to ensure that Australians from low socio-economic status (low SES) backgrounds who have the ability to study at university get the opportunity to do so. The program has two parts:

**Participation**

The objective of the Participation Component of the HEPPP is to increase the participation of current and prospective domestic students from low SES backgrounds in accredited undergraduate qualifications.

Examples of Participation activities include the following:

1. developing and implementing appropriate support services and programs
2. administering application and selection processes for Commonwealth Scholarships;
3. offering institutional equity scholarships targeted at low SES students;
4. undertaking research and monitoring the impact and effectiveness of activities aimed at improving the participation of low SES students, and
5. developing and implementing partnership activities for the purpose of encouraging aspirations and building capacity among people from low SES backgrounds.

**Partnerships**

The objectives of the Partnership Component of HEPPP are to increase the total number of people from low SES backgrounds who access and participate in higher education through effective outreach and related activities with appropriate stakeholders including schools, the State government, Vocational Education and Training providers and community groups.

Partnership activities are intended to concentrate resources to most effectively target low SES communities where aspirations to enter higher education are low and where matriculation to universities is poor. There is a particular focus on the long-term process of building awareness, aspiration and achievement by engaging with people from a low SES background early in their pre-tertiary education years.

Partnership activities may:

1. assist in improving understanding and awareness of higher education as a viable post-school option;
2. assist in pre-tertiary achievement, either at school or via an alternative pathway, to enable consideration for access to higher education;
3. encourage an increase in the proportion of people from low SES backgrounds who apply for attendance at a University; and
4. support people from low SES backgrounds in linking with higher education providers.

**Funding beyond 2015 cannot be guaranteed even for projects which have a timescale of more than twelve months.**

**Submitting Expressions of Interest**

Expressions of Interest are invited for projects which meet the above criteria. Applications should be **no more than two pages in length** and should besubmitted by 5pm on **Monday 2nd March 2015** to PQESCSupport@ecu.edu.au using the form *HEPPP EOI template 2015.*

**Applications should be approved by the relevant Executive Dean and Head of School or Centre Director and Manager. Faculty Finance Managers or Centre Business Managers should be consulted when preparing project budgets.**

**Proposal Evaluation**

A panel consisting of three members of the Senior Leadership team will consider projects for funding under HEPPP where the project activities:

* meet HEPPP guidelines;
* target low SES cohorts in locations of a high priority for ECU;
* align to the strategic priorities of ‘ECU: Engaging Minds; Engaging Communities. Towards 2020’. (<http://www.ecu.edu.au/GPPS/ppas/strategic_plan.html>); and
* align with other current or planned ECU activities.

Expressions of Interest must be able to demonstrate an ‘evidence base’ - i.e. including intended project outcomes, methods for achieving these outcomes, and associated measures for tracking progress. If a project requires [Human Research Ethics Committee](http://www.ecu.edu.au/GPPS/ethics/human_ethics_committee.html) approval, the project manager will be responsible for confirming this approval has been received.

The Director, Planning, Quality and Equity will notify successful applicants.

**Funding Transfers and Allocations**

For new projects successfully funded under HEPPP, Finance and Business Service Centre (FBSC) will arrange for funding to be transferred to a new and separate project code requested by the project manager. The project code should be used for all expenditure associated with the HEPPP-funded project.

If a project exceeds the allocated HEPPP funding, the project manager is responsible for securing faculty/centre funding for any additional expenditure.  Where a project does not expend all the HEPPP funding allocated, remaining monies will be transferred back to central allocations at year end and will be returned to the Commonwealth Government.

**Project Reporting**

Project managers will be required to provide information on the expenditure and outcomes of the project which will contribute to the University’s HEPPP acquittal report to the Commonwealth Government.

Quantitative and qualitative data on project outcomes must demonstrate tangible benefits for low SES students and/ or low SES communities.

**Contact Details**

For proposals: Felicity Mitchell (6304 5354 or f.mitchell@ecu.edu.au)

For financial matters: Leontine Baars-Scotney (6304 2173 or l.baars-scotney@ecu.edu.au)