**ECU Learning and Teaching Grants 2022** 

**Application Guidelines**

# Purpose and eligibility

In 2022, learning and teaching grants will be available to support activities related to embedding career development learning and infusing Aboriginal and Torres Strait Islander content and perspectives in the curriculum as well as inclusive practice at ECU. In addition, the grants are intended to promote staff engagement with the Scholarship of Teaching and Learning (SoTL) in line with the [ASPEO Framework](http://funnelback.ecu.edu.au/s/redirect?collection=ecu-meta-intra-staff&url=http%3A%2F%2Fintranet.ecu.edu.au%2Fstaff%2Fcentres%2Fhuman-resources-service%2Four-services%2Fperformance-recognition-and-career-development%2Fmanaging-your-performance%2Frelated-content%2Fsee-also%2Facademic-staff-performance-expectations-and-outcomes-aspoe-framework&index_url=http%3A%2F%2Fintranet.ecu.edu.au%2Fstaff%2Fcentres%2Fhuman-resources-service%2Four-services%2Fperformance-recognition-and-career-development%2Fmanaging-your-performance%2Frelated-content%2Fsee-also%2Facademic-staff-performance-expectations-and-outcomes-aspoe-framework&auth=k7l9SW2ACciit7ICh67%2FEw&profile=_default&rank=1&query=aspeo+framework). Funds allocated under this scheme, from the Centre for Learning and Teaching, Kurongkurl Katitjin, and Office of the Pro Vice Chancellor, Equity and Indigenous, will be directed to a School or Centre account.

All staff (academic and professional) are eligible to apply, either as teams or individuals, providing they have the support of relevant ADTL (for applications from School) or Line Manager (for applications led by Service Centres). These grants are designed to encourage the adoption of a collaborative approach, working with relevant service centre staff – for example Centre for Learning and Teaching (Learning Advisers, Learning Designers, Learning Technologies staff), Kurongkurl Katitjin, Library, Student Life (Career Advisers, Counsellors) etc. The parameters of these collaborations should be identified, discussed, and agreed prior to submission of the grant application.

If staff are interested in turning this project into a research project and would like some support commencing research on teaching, they can access the HERDSA Scholarship of Teaching and Learning Module (contact k.strampel@ecu.edu.au for more details).

As all outcomes will be presented at ECUlture and potentially through other outputs, applicants need to complete research ethics through the Research Ethics Management System (REMS) prior to applying for the grant.

It is recommended that project leaders identify an appropriate peer/critical colleague (internal or external to ECU) who can provide advice on the project progress. This will assist in benchmarking outcomes.

When planning their project, applicants should consider how their project will impact a diverse student cohort.

**Due date for submission: Tuesday 26 April by 9:00 am**

Requirements for successful applications:

All applicants will need to complete the associated micro-credential (*Infusing Aboriginal and Torres Strait Islander Content and Perspectives; Career Development Learning; or Inclusive Practices)* prior to applying for the grant. For access to the micro-credentials, enrol via the staff development calendar: <https://php.apps.ecu.edu.au/staff-development/index.php?action=courses&id=LTD>

Using learning from the micro-credential, applicants will need to demonstrate

* a rationale for the project, including reference to relevant literature;
* a well-developed project plan, including realistic objectives, outputs, outcomes and timeline (completion within 12 months);
* an accurate budget plan including costing of allowable items (eg. teaching/marking relief, peer review/critical colleague processes, software or infrastructure); NB: Budget must be expended in 2022.
* a dissemination plan (i.e. presentation/poster at ECUlture as well as scholarly output, recommendations for discipline, School, etc., and/or short video for use in professional learning programs).

Note: Venue hire, equipment and catering ***will not be funded.*** It is recommended that School/Centre Finance officers are consulted to ensure accuracy of the proposed budget.

*Further details are outlined in the relevant application form.*

## There are three types of grants available:

## Small or Seed Projects (up to $2000)

## These grants are applicable when proposing a smaller project, or a seed project, generally at the unit level and with selected impact across a course or School. Often these smaller projects may lead to more substantive projects in future years (e.g. a trial of something in one unit in 2022 but applied to several units in 2023). Interdisciplinary and cross-School projects are encouraged and transferable outcomes should be considered.

## Building on previous project (up to $2000)

## These grants should be applied for when proposing extending work in a previous project. Building projects might take what has been done in a seed project and implement in further units/courses, or across courses/Schools. Interdisciplinary and cross-School projects are encouraged and transferable outcomes should be considered.

## Researching current practice (up to $2000)

## These grants provide opportunity to reflect on current practice and take a scholarly approach to evaluating and disseminating knowledge.

## You will need to indicate which type of grant you are applying for in your submission.

# Accountability and Dissemination

1. Grant applications will close on **Tuesday 26 April at 9:00 am** and are to be submitted to via email to clt@ecu.edu.au
2. The review panel will consist of the PVC Equity and Indigenous, Director, Centre for Learning and Teaching, Lead, Employability and Graduate Outcomes, Manager Teaching Quality, and Director, Access and Equity as well as relevant staff from the Schools, Kurongkurl Katitjin, Library Services Centre, Student Life and Leadership Services and Centre for Learning and Teaching. In addition, consultation with relevant staff may occur as required to make considered decisions.
3. All projects must commence in 2022 and be completed within an 18 month time period. Budget must be expended by **December 2022.**
4. Successful applicants will be expected (as a minimum) to present their project outcomes at the annual ECUlture conference.
5. Applicants should ensure that they have applied for the relevant [ethics approval](http://intranet.ecu.edu.au/research/research-ethics-and-integrity/overview) before they commence their project.
6. An interim progress report will be submitted in **December 2022**, including confirming monies spent, and a final report on completion will be submitted by **August 2022** to the Centre for Learning and Teaching. The final report will detail how the project has met the project objectives, outcomes and outputs and also include a financial acquittal.
7. All successful grant applications, final reports, and project team names may be published on the ECU Learning Intranet.