Outstanding Teaching, Learning and Assessment

Developing Student-Staff Partnerships

to enhance digital capabilities – Pilot Phase

Project Application

October 2018



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# General intructions

**Please use this template for your response**

Applications must be submitted to [otla@strategicdevelopmentnetwork.co.uk](mailto:otla@strategicdevelopmentnetwork.co.uk) and must be received by 12noon, Friday 9th November.

Any applications received after this time/date will not be assessed.

This form should be completed to respond directly to the requirements in the Project Prospectus. There are cross-references to page numbers in the prospectus throughout this application form.

Please keep within the word limit – any words over the limit will not be taken into consideration. No additional attachments or annexes are permitted.

To count the number of words in part of your document, select the text you want to count, and then on the **Review** tab, click **Word Count**.

# Eligibility

**We confirm that:**

|  |  |
| --- | --- |
| The proposed contracting organisation is in receipt of Education and Skills Funding Agency funding. |  |
| The project group includes at least ten practitioners from at least three organisations |  |
| Each participant in the group is directly involved in (or support) the front-line delivery of training or assessment |  |

# Partners

|  |  |
| --- | --- |
| Name |  |
| Job title |  |
| Organisation name (trading as): |  |
| If different from above, organisation name (legal) |  |
| Company registration number |  |
| UKRLP number |  |

In which region(s) are your project participants based:

|  |  |
| --- | --- |
| North East |  |
| Yorkshire and Humberside |  |
| North West |  |
| East Midlands |  |
| West Midlands |  |
| South East |  |
| London |  |
| South |  |
| South West |  |

**For each project participant, please provide**

| **Name** | **Job title** | **Organisation name** | **Organisation type** | **Describe how the individual is directly involved in (or supports) the front-line delivery of training or assessment** |
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# Context

**Please describe the learning context that the projects will be delivered in?**

**Please provide details of the types of students and staff that will be involved in partnerships?**

**Please provide details of the types of educational technologies that will be included in the project?**

(300 words)

|  |
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|  |

# Model

**Please set-out the proposed model(s) for developing student-staff partnerships to enhance staff members’ digital capabilities, that you intend to pilot, test and develop during the project?**

**Please include details of for example: participant recruitment and incentives, partnership roles and activity, participant support and CPD.** (Prospectus p.5)

(400 words)

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# Practical Outputs

**Please provide outline concepts for the practical project outputs you will produce and how they will be created.** (Prospectus p.6)

(300 words)

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# Research

**Please describe your approach to using collaborative practitioner-led research** (Prospectus p.7) **to tackle the three research questions?** (Prospectus p.5)

(300 words)

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# Outcomes and impact

**Please define indicators for the expected outcomes and impact of your project and how you intend to measure them, showing how the project will contribute to the evaluation framework set out in the prospectus.** (Prospectus p.9 and 10)

(250 words)

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# Dissemination

**Please set out:**

1. **initial proposals for how you will gather content for and produce 5 mini-case studies from student-staff CPD partnerships**
2. **how you will cascade the outputs of the project and programme within your organisation, including target numbers of staff to be briefed or trained.** (Prospectus p.6)

(250 words)

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# Project Management

**How will you work as a group, when and how will you meet and interact? How will you communicate?**

**How will you maintain momentum and meet deadlines, in particular what will you arrangements be for the recruitment of student-staff partnerships in December for deployment in January?** (Prospectus p.8)

(250 words)

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# Value for money

|  |  |  |  |
| --- | --- | --- | --- |
| **Indicative Budget allocation**  (If there are any activities that you think may be subject to VAT, please highlight these)  Please see Prospectus p.6 for VAT guidance. The total budget including any VAT should not exceed £12,000 | | | |
|  | Grant expenditure *(total without VAT)* | Expenditure with VAT *(total inc. VAT)* | Total | |
| Project lead |  |  |  | |
| Project participants |  |  |  | |
| Output production |  |  |  | |
| Other expenses |  |  |  | |
| - |  |  |  | |
| - |  |  |  | |
| - |  |  |  | |
| - |  |  |  | |
| - |  |  |  | |
| - |  |  |  | |
| - |  |  |  | |
| Project management / administration |  |  |  | |
| Total |  |  |  | |

# Declaration

By signing below, you confirm:

* your organisation, and those within your project, meet all the eligibility criteria
* all participants named within your application are in agreement about their budget split and their role / commitment
* you are happy to provide all necessary documentation to evidence the information within this application form and your organisation’s financial health
* you understand your role as the project lead

|  |  |
| --- | --- |
| Signature: |  |
| Date: |  |
| Name: |  |
| Job title: |  |
| Organisation: |  |