

## Development Grants 2018/19- Guidelines

ERDP Development Grants are designed to offer financial support to staff who want to explore innovative approaches to learning and teaching that have the potential to inform curriculum development, provide an opportunity for personal development and will benefit staff and students both here and, through dissemination at conferences, nationally.

The Faculty is offering funding for projects that are specifically for Learning and Teaching staff. It is envisaged that out of these smaller projects, larger, externally funded projects will have the potential to grow.

The Panel will be looking for work that will progress the learning and teaching strategic priorities of the Faculty ([link to Faculty Strategic Plan](#)) and the aims of the ERDP Network:

- To drive innovation and excellence in Faculty programmes by encouraging educational expertise and facilitating the sharing of good practice across programmes within and outwith the Faculty
- To support the personal development of staff in relation to learning and teaching
- To facilitate educational research outputs to strengthen the reputation of the Faculty with a view to future REF submission

£30K funding is available in total. There is no limit to how much you can apply for but as a general guideline, in order to ensure a wide portfolio of activity is funded, it is envisaged that £6K would be a reasonable upper limit per project.

### Dates for 2018/19 scheme:

Closing date for applications:	Friday 7 December 2018
Applicants notified no later than:	Monday 7 January 2019
Closing date for applications:	Friday 8 March 2019
Applicants notified no later than:	Monday 8 April 2019
Closing date for applications:	Friday 7 June 2019
Applicants notified no later than:	Monday 8 July 2019
Closing date for applications:	Friday 6 September 2019
Applicants notified no later than:	Monday 7 October 2019

**Criteria:**

This call is open to any staff involved in teaching, including honorary, clinical, School and Institute based staff. However, the Project Lead must have a regular University contract and be School based.

Applications must include a statement of support from the Head of School to confirm that they endorse the proposal, recognise the value of project to their Unit and the Faculty and recognise and approve the time commitment for the staff involved in the project.

Applications must clearly link to Faculty learning and teaching strategic priorities.

Any unsuccessful [University Education Development Fund](#) applications can be submitted to this scheme for consideration.

Applications should consider ethical issues as part of their proposal. You may wish to refer to the British Educational Research Association ethical guidelines ([link to BERA Ethical Guidelines webpage](#)).

**What will be funded:**

- Consumables
- Study visits with a view to observing and bringing back innovative practice and/or establishing collaboration networks
- Temporary staff, including student placements, to carry out specific work for the project
- Transcription costs
- Travel
- Pedagogic research training

**What won't be funded:**

- Existing staff time
- Module development
- Standard teaching equipment (should be funded by the School's teaching budget)

**Project management:**

Project Leads will provide a month-by-month timeline for the project, indicating start and end date.

Through contact with [fms.educational.research@ncl.ac.uk](mailto:fms.educational.research@ncl.ac.uk) please keep the ERDP updated on any issues that arise and are likely to impact upon the nature, scale, and completion of your Development Grant Project.

Project Leads will submit a final project report to the ERDP steering group within a month of completion of project.

**Dissemination and engagement:**

Projects will contribute to the ERDP Learning and Teaching Seminar Programme where appropriate.

Projects will identify, where possible, appropriate publication in academic journal and conference dissemination opportunities.

Projects will contribute to a Faculty Learning & Teaching Forum event.

**Funding:**

All expenditure must be in line with the University's Financial Regulations <http://www.ncl.ac.uk/internal/finance/policies/index.htm>

The panel will consider all funding requests based on the rationale offered by project teams, and may ask teams to revise their initial proposals.

As these Development Grants are an internal funding scheme it is not necessary to use Full Economic Costings.

**Decisions:**

Upon receipt all applications will be forwarded to the Review panel consisting of the Dean of Undergraduate Studies, Director of the ERDP Network and one member external to FMS.

ERDP will notify project leads of the outcome of their applications and provide feedback from the panel.

Contact for queries: [fms.educational.research@ncl.ac.uk](mailto:fms.educational.research@ncl.ac.uk)

Information last updated: October 2018