NUTELA Small Grant Fund

Overview

The NUTELA Small Grant Fund is designed to provide colleagues with funding to explore and embed technology-enhanced practices into their learning and teaching.

Applications are invited for a wide range of activities, including but not limited to: attending or presenting at conferences, visiting other institutions or organisations to identify new approaches or practices, and trials of new software for teaching and learning.

Central to NUTELA's mission is advocating for, and supporting, effective practice using technology in education and sharing these ideas with peers. A key part of all proposals should be the plans for wider dissemination of the ideas and/or practices among colleagues at Newcastle University. This may be through workshops or NUTELA's 3P sessions, blog posts, the NUTELA skills-sharing network or other identified means. NUTELA can offer support for these dissemination activities.

The NUTELA Small Grant Fund offers a fantastic opportunity to explore activities and technologies with real benefit to learning, teaching, and the student experience. These funds may also be used to support activities which act as a stepping stone to other internal and external learning and teaching opportunities, recognition or funding.

Guidance notes for applicants

Funding:

Up to £500 will be award for any single specified activity. It is anticipated that up to £1500 will be available within an academic year. These funds can be used to part-fund the activities, if so please make clear in the application form whether the rest of the funds have been secured and from where these will come.

The grants can be used for a wide range of activities which lead to a sharing of practice or ideas related to learning and teaching with colleagues. NUTELA has a specific focus on technology enhanced learning, though the characterisation of this is broad, rather than restrictive.

Key for successful applications will be demonstrating how the activity proposed relates to NUTELA's mission, and plans for disseminating the ideas or practices to other colleagues, in line with NUTELA's peer-to-peer approach. Support will be provided for disseminating this through 3Ps (Pizza, Pop and Practice) events, the NUTELA blog, and by discussion other routes identified by the applicants.

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

All expenditure must be in line with the University's Financial Regulations. The funds must be spent in the same financial year in which they are allocated.

Any queries should be directed to nutela-steering@ncl.ac.uk

Applications and Decisions

Applications are accepted on a rolling basis and applicants will be informed of the outcome within three weeks. The final date applications can be accepted for the 2017-18 academic year will be 1st June 2018.

The applications will be considered by a small group of the NUTELA steering committee.

NUTELA Small Grant Fund Application

Please complete the sections below and email completed applications to nutela-steering@ncl.ac.uk with the subject line **NUTELA Small Grant Fund Application.**

A. Contact information

Applicant name and Academic Unit/Service (if a group application please provide the names of all those involved)	Click here to enter text.
Applicant's email address	Click here to enter text.
Name and email of finance administrator in your unit	Click here to enter text.

B. Proposed activity

Please give details of the proposed activities. **Please provide some detail as to how this activity could impact on students' experiences and colleagues practice.** **Please include details of the amount of funding required and what this will be used for.** **(Max 400 words)**	Click here to enter text.
How will the outputs of the activity be shared or disseminated among the wider community at Newcastle University? **Please include details of any required involvement from the NUTELA steering group and indicative timescales. (Max 300 words)**	Click here to enter text.