Pedagogic Research and Teaching Innovation Fund (PRTI)

Guidance Notes: 2017-18

We are pleased to announce the call for proposals for the 2017-18 Pedagogic Research and Teaching Innovation Fund. This funding call invites proposals from colleagues across Plymouth University who wish to undertake pedagogic research and/or to promote innovative practice.

Applications are invited to support projects that include:

1) Pedagogic research and/or
2) The development of innovative teaching practices.

Up to £10,000 is available for individual projects, but smaller bids of up to £1500 are encouraged.

**Deadline for applications is noon on Monday 30th January 2017** (after this time no applications will be accepted).

This document provides guidance to those considering developing an application and also provides general advice on submitting a proposal.

If you would like to discuss your application ideas, please contact teachandlearn@plymouth.ac.uk in the first instance. We also recommend you attend the funding workshops (bookable through iTrent; for more details https://www.plymouth.ac.uk/whats-on/pedagogic-research-and-teaching-innovation-prti-funding-scheme):

- Wednesday 7th December 2016 13:00 – 15:00
- Thursday 12th January 2017 13:00 – 16:00

**Developing an application**

Any member of the University academic or professional services staff with interests in pedagogic research / teaching innovation may apply for funding. We encourage bids that address any aspect of pedagogic research, teaching and learning, or student support in higher education. However, this year, we particularly welcome
proposals for projects that address one of the following: **employability, student engagement, or students-as-researchers.**

Applicants should consider how the proposed work contributes to the knowledge of teaching and learning in Higher Education and how it may lead to impact on policy and practice, both within Plymouth University, and in the wider sector. You should also think about how your proposed work contributes to the achievement of the Faculty and University Learning and Teaching Strategies/Action Plans, and results in teaching practices, ideas, or resources that can be applied by other colleagues more widely.

If the project involves introducing new teaching practices, resources, etc., applicants should build in an element of evaluation which involves appropriate stakeholders (e.g. students or course tutors).

**Completing the application form**

The project proposal must include information on the following (see application form for numbered sections):

1. **A project summary**, with clear aims and objectives, which sets out what the project is intended to achieve.
2. **Intended data collection and analysis methods**, including details of who the participants are, why they have been selected to participate in the project, and how they will be accessed. Applicants are advised to include a proposed timeline for the project, including outputs.
3. **Anticipated outcomes** of the proposed work and how these will be measured (i.e. success factors).
4. Details of **impact** and how the outcomes of the project will be disseminated and shared with relevant groups / interested parties. Please highlight your dissemination preference from the selection below. Required outputs will be discussed upon receipt of award if successful. Outputs should include at least **one** of the following:
   - **Recommended**
     - Contribution to either the PedRIO or VC’s Teaching and Learning Conferences at Plymouth University and/or
     - A peer-reviewed journal article;
   - **Additional**
     - Presentation at national and/or international research conferences;
     - Recommendations for practice in the form of staff guidance or teaching resources (for example, a ‘7 Steps’ guide).
5. **An outline of the budget**. Please note that whilst funds are expected to be used to support dissemination of the project outcomes, the dissemination plans must be realistic (i.e. in proportion to the level of funding allocated to
other project-related activity such as research assistant time) and represent a justified use of the budget. Individual projects can apply for up to £10,000. Proposals for smaller amounts are particularly welcomed - past funding has successfully been used to support pilot work (for example, scoping projects or literature reviews) that has been taken forward through larger external bids. Funding will not normally be allocated to the following activities: marketing and publicity; recruitment; ‘normal’ teaching and related activity and administration (directly funded through module and School budgets). Buy-out of academic staff from core duties is not feasible given the budget. Full economic costing is not necessary as this is University Quality Research funding. Research assistant requests from T&L Support (unless otherwise agreed) should state hours and weeks required using the following calculations:

- **Research Assistant (Grade 5): £17.44 per hour/ £129.06 per day**

Transcription costs are approximately £1.25 per audio minute (one-to-one interviews) and £1.65 per audio minute (focus group).

6. **Full details of the project team.**
7. **Any other supporting information.** This should include the literature base that underpins the rationale for the project.
8. **If the project is connected to any internal or external funding, this should be included in this section.** Where appropriate, information should also be included of internal and/or external collaborators, with interdisciplinary proposals being particularly welcome.
9. **A summary of the applicant(s) experience** in pedagogy, teaching, and learning practice and research.

**General guidance**

Bids should be concise (within word count) and specific, and must include sufficient information for the reviewers to assess whether the project is achievable and whether it will make a measurable and deliverable contribution within the proposed timescale and budget.

Applications must be co-signed by the Head of School, ADTL or equivalent as an indication of the School or Faculty support for the bid.

**Reviewing process**

All bids will be independently reviewed by two representatives from across the institution, drawn from the PedRIO steering group, T&L Support, and past PedRIO and Teaching Fellows.
Bids will be judged on their strategic alignment, timeliness, value for money, likelihood of successful outcome, applicants’ track record in teaching and learning, and potential impact on learning, teaching, and the student experience.

Each reviewer will provide feedback and grade the application according to the following criteria:

- Strongly recommended [3]
- Possible [2]
- Not recommended [1]

The feedback from all reviewers will be collated and presented at the panel meeting where decisions will be made regarding the outcome of this process. All applicants will be notified of the outcome of their application in the week commencing 6th March 2017.

**Key dates**

Funding workshops (bookable through iTrent):

- Wednesday 7th December 13:00 – 15:00
- Thursday 12th January 13:00 – 16:00

**Deadline for applications: Monday 30th January 2017 (noon)**

Outcome of the review process announced and project commence: w/c 6th March 2017

Induction meeting: Thursday 16th March 2017 (12.30 – 2.30pm)

Deadline for spend: 31st July 2018

Completion of project and submission of final reports: 28th September 2018

*If you have any queries or questions regarding the application process, or would like to discuss a project idea, please email teachandlearn@plymouth.ac.uk*