

**Learning, Teaching & Assessment (LTA) Enhancement Fund**

INFORMATION AND GUIDELINES

The Office of the Vice-President for Learning & Teaching is seeking applications for projects under UCC’s Learning, Teaching & Assessment Enhancement Fund (LTA Fund). This fund offers grants of up to €2,000 to fund projects that will encourage research on innovative pedagogies and practices that ultimately enhance learning, teaching and assessment.

1. **Purpose**

The LTA Fund aims to encourage and support transformational change in learning and teaching and in assessment at UCC by supporting staff (and students who teach) to develop their teaching and support of learning in innovative ways. It will support staff who wish to develop new approaches to their teaching and assessment practices with small amounts of seed funding. It will provide opportunities for developmental activities which enhance teaching, learning and assessment and support UCC’s [*Academic Strategy 2018-22*](https://www.ucc.ie/en/registrar/theconnecteduniversity/academicstrategy/) and [*UCC 2022: Delivering a Connected University*](https://www.ucc.ie/en/media/support/strategicplanning/UCC_2022_Delivering_a_Connected_University.pdf).

Applications can be made in any field of teaching, learning and assessment practice but are particularly encouraged in the areas of:

* Assessment and feedback
* Collaborative learning, including groupwork case studies
* ‘Student as partners’ e.g. student engagement in co-creation of curricula, and in peer assessment
* Embedding digital skills
* Learning spaces
* Universal Design for Learning (UDL)
* Embedding research in the curriculum
* Scholarship of teaching and learning
1. **Who can apply?**

All UCC staff involved in teaching and the support of student learning are eligible to apply. Collaborative projects between individuals Schools and Colleges are eligible for support. Postgraduate students and Postdoctoral colleagues who teach (e.g. as teaching contributors on a module or programme of study) are also eligible to apply, provided certain conditions are met[[1]](#footnote-1).

1. **How to apply**

The application form should be completed and submitted before Monday 10th May 2021. All applications should be signed off by the Head of School or Unit.

1. **Project costs**

The maximum funding available for each project is €2,000. Smaller grant requests are more likely to be funded so please consider the amount. Please provide information on how the funding requested will be spent, including estimates of costs. Eligible costs include:

* The purchase of essential materials, books or software
* Purchase of learning resources
* Employment of student help
* Attendance fees at training courses or relevant conferences
* Travel and subsistence, if compliant with prevailing public health advice
* Staff development
* Dissemination costs
* The purchase of computer hardware and digital devices is generally **not** eligible for funding under this scheme

The budget must be realistic and reflect the amounts required to achieve the project objectives. As the grants awarded may be subjected to financial audit at a later date, successful applicants should retain receipts and records for associated expenditure.

1. **What are the criteria for selection?**

The LTA Enhancement Fund will support initiatives that enable staff to investigate the use of innovative pedagogies and assessment practices to enhance student learning. The proposals will be assessed and selection criteria will include the following:

* Relevance to UCC’s *Academic Strategy 2018-22* and *UCC 2022*
* Feasibility of the project, including appropriate costing
* Potential to evolve our approaches to teaching, learning and assessment and expand the use of innovative pedagogies at UCC
* Focus on experimentation or developing existing practice, including potential for scalability
* Projects will enhance the learning, teaching and assessment practices of the applicant
* Potential to enhance student engagement in learning
* Applicability across a range of disciplines/outcomes are of wider use across the university and beyond
* Focus on how knowledge and best practice will be shared
* The Head of School/College/Unit should be supportive of the project

Please note that routine activity for teaching preparation or programme development are not eligible for funding under this scheme.

1. **Selection process**

Applications will be assessed against the selection criteria by the selection committee which will report to the Vice-President for Learning & Teaching. The review panel will include:

* Representative from the Centre for the Integration of Research, Teaching & Learning (CIRTL)
* Representative from the Centre for Digital Education (CDE)
* Chairs of UCC’s Learning & Teaching Committees/equivalents (Colleges, ACE, Academic Council) or their representatives
* Head of Student Records and Examinations Office (SREO)
* Examinations Appeals Officer (EAO)
* Students’ Union Education Officer
* External reviewer
1. **Notification of award**

The review panel meeting will take place in mid-May 2021 and the applicants will be notified when the proposal review process has been completed and the outcome has been approved by the Vice-President for Learning & Teaching. Successful projects will be announced in mid-May 2021. Please note that all funding awarded MUST be spent before 30th September 2021. Any unspent balances as of that date will be lost. Please do not apply for funding if you know that you will be unable to spend the funding in full before 30th September 2021.

1. **Successful applicants**

Successful applicants will be asked to:

* Contribute to activities sponsored by the Office of the Vice-President for Learning & Teaching including the delivery of seminars.
* Provide a short report (written or video presentation) to the OVPLT within a year of funds being allocated, including a breakdown of expenditure and an evaluation of the project’s impact and learning achieved (the report might include, for example, student feedback on the initiative).
* Ensure that all grants must be used only for the purpose awarded.
* Return any unused funds to the Fund.
* Researchers will be encouraged to consider peer-reviewed publication of their findings.
1. **Support**

Support with the preparation of applications will be available from the Centre for the Integration of Research, Teaching & Learning ([www.ucc.ie/cirtl](http://www.ucc.ie/cirtl)). For further information please contact Dr. Catherine O’Mahony: [catherine.omahony@ucc.ie](file:///C%3A%5CUsers%5Csirwin%5CDropbox%5COVPTL%5CAwards%5CAwards2016%5Ccatherine.omahony%40ucc.ie)

Administrative support will be available from the Office of the Vice-President for Teaching & Learning. For further information please contact Mary O’Rourke: [mary.orourke@ucc.ie](file:///C%3A%5CUsers%5Csirwin%5CDropbox%5COVPTL%5CAwards%5CAwards2016%5Cmary.orourke%40ucc.ie)

1. If you are a PG student or PD colleague interested in applying as an individual applicant or team application lead, please contact teachingawards@ucc.ie before proceeding. [↑](#footnote-ref-1)