

# Office of the Vice-President for Learning and Teaching

# Strategic Alignment of Teaching and Learning Enhancement (SATLE)

# Funding in Higher Education 2025

# Application Form

All sections of this form must be completed. Do not exceed the specified word count or add supplementary information (including hyperlinks). Please ensure you have consulted the Information and Guidelines for Applicants before submitting your application.

**Deadline for the submission of applications: 5pm on Thursday 24th July 2025. Late submissions will not be accepted.**

| Application Type Please tick one box only. |
| --- |
| Small grant, max €2,000 per proposal: |
| Large grant, max €15,000 per proposal: |

| Contact details (for sole applicant or team representative) Please note that all correspondence related to this funding award will be with the person indicated here. | |
| --- | --- |
| Name: |  |
| School/Department/Unit: |  |
| College/Functional Area: |  |
| Role: |  |
| Email address: |  |

| Details of proposal team members Please list all other team members, including those from other institutions, if appropriate. Please add rows as necessary. | | | | |
| --- | --- | --- | --- | --- |
| **Name** | **School/Dept/Unit** | **College/Functional Area** | **Institution** | **Role** |
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|  |  |  |  |  |

| Title and brief description Please provide a brief descriptive title for this application and a brief outline that describes the main topic proposed. |
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| Title:  Brief description of proposed project (Max 50 words): |

| Project alignment with call themes. Please indicate which of the following call themes your proposal aligns with. You may indicate more than one theme: |
| --- |
| Education for Sustainable Development  Inclusive Learning, Teaching and Assessment  Academic Integrity  Delivering the Connected Curriculum – connecting students with research, SDGs, employers, entrepreneurship, and the world  Digitally enabled Learning, Teaching and Assessment |

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| Proposal alignment with UCC’s strategic plan 2023 – 2028. Please indicate which of the following [strategic goals](https://www.ucc.ie/en/president/strategy2028/) your proposal aligns with. You may indicate more than one goal: |
| Research and Innovation  Student Success  Global Engagement  Our Staff, Our Culture  Our Place, our Footprint |

| Description of the project. Please provide an outline of the project and its proposed implementation. This should include information on the need for the project; aims and objectives; methods; and expected outcomes. Please note project activities should be completed by 30th September 2026.  **Please avoid the use of jargon** **and ensure that your description is understandable to readers outside of your discipline** (Max. 750 words. Any words included in figures and associated legends will contribute towards the word count. References are not required but can be included. The reference list is not included in the word count). |
| --- |
| Word count for this section: |

| Students as partners Please outline the approaches the project will adopt to promote engagement of [[students as partners](https://info.lse.ac.uk/staff/divisions/Eden-Centre/Assets-EC/Documents/Student-Partnership-Literature-Review.pdf)](https://www.healeyheconsultants.co.uk/student-as-partners) in the design, implementation, and evaluation of the proposed learning enhancement project (Max. 300 words) |
| --- |
| Word count for this section: |

| Impact on those who teach and those who learn. Please outline how the project will impact on teaching and student learning at UCC, including how you plan to capture evidence of that impact e.g. what data sources will be captured to evidence impact (Max. 300 words) |
| --- |
| Word count for this section: |

| Scalability and transferability Please comment on the potential for scalability and transferability of the project to other disciplines/areas of the university (Max. 300 words) |
| --- |
| Word count for this section: |

| Breakdown of costs: **A value for money approach will be taken in determining which proposals get funded. Applicants should provide detail on the proposed budget as accurately as possible here. Please ensure you do not request budget for items/services freely available within UCC.**  Please see the information and guidelines for applicants for a breakdown of eligible costs. Please note that all funds must be spent by 30th September 2026.  Please add rows as required. | |
| --- | --- |
| **Detailed description of item** | **Cost (€)** |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total budget request:** |  |

| 11a. Does the proposal described have funding from any other sources? If yes, please provide details of existing funding. Funding can be sought to expand a funded project, provided this does not lead to double funding, and the project planned would be a clearly identifiable expansion of the existing project that would not be possible without SATLE support. |
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## Consent

OVPLT/CIRTL may wish to utilise elements of your proposal in publicity for this funding scheme. Please tick here if you consent to your information being utilised for publicity purposes.

## Declarations

I confirm that, should my application be successful, the funds received will be used solely to undertake the project as detailed in this proposal.

I confirm that, should my application be successful, I will consider the need to secure ethical approval, as appropriate. Information on the [Social Research Ethics Committee can be found at this link](https://www.ucc.ie/en/research/support/ethics/socialresearch/).

I confirm that, should my application be successful, any educational resources (e.g. case studies of good practice) created will be made available under [creative commons license](https://hub.teachingandlearning.ie/wp-content/uploads/2021/06/Open_Licensing_Toolkit_AW.pdf) as per the requirements of the funding body and added to the [National Resource Hub](https://hub.teachingandlearning.ie/).

I confirm that, should my application be successful I will participate in reporting requirements as requested by the funding body and local coordinators.

I confirm that, should my application be successful I will participate in dissemination events as requested by OVPLT/CIRTL.

## Signatures (e-signatures accepted)

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sole applicant or team representative

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Head of School or equivalent\*

\*The signature should be of the Head of School where the sole applicant/team representative is based.

## Instructions for proposal submission:

Applications must be submitted via this [Microsoft Form](https://forms.office.com/Pages/ResponsePage.aspx?id=pVz-Rm-GQk6S6e2HhiRVRR9bgVOujfxIhb69o8M5HBdUOENTTUE0WDMzTVRaNTBaUE5DUUdTNUI2Mi4u) by **5pm on Thursday 24th July 2025.**

An applicant may submit more than one application for funding. However, it is very unlikely that an applicant will receive more than one grant under this call due to available funding. If submitting more than one application, please submit each proposal separately via the [Microsoft Form](https://forms.office.com/Pages/ResponsePage.aspx?id=pVz-Rm-GQk6S6e2HhiRVRR9bgVOujfxIhb69o8M5HBdUOENTTUE0WDMzTVRaNTBaUE5DUUdTNUI2Mi4u).

Please name the submitted file SATLE2025\_SurnameInitial\_GrantType (small or large) (i.e. SATLE2025\_DoeJ\_SmallGrant). If submitting more than one proposal of the same type (i.e. small or large grant), please name the submitted files SATLE2025\_DoeJ\_SmallGrant\_Application 1/ SATLE2025\_DoeJ\_SmallGrant\_Application 2 etc.