Curtin is renowned for high quality teachers who incorporate innovative teaching and learning practices to enhance the student learning experience. This has been evidenced through our success in attracting national teaching and learning awards, grants and fellowships. The University values this contribution and has committed funding to continue to build capacity in our teaching staff and further enhance the excellence of our teaching and learning. Seed grants will be available to enhance staff engagement in Scholarship of Teaching and Learning (SoTL) through the support of high quality teaching and learning projects that will support teaching staff in exploring, testing, practicing and communicating improved pedagogies, learning processes, curricula, policies and learning materials.


- Consulting and applying the literature on teaching and learning
- Investigating their own teaching
- Adopting innovative teaching approaches
- Formally communicating their ideas and practice to peers through publication and other formal means; and
- Seeking and obtaining peer recognition for their ideas and practice.

These internal seed grants provide the opportunity for staff in Teaching Focused (TF) roles to assist in building a profile in the Scholarship of Teaching and Learning. The grants will be funded to a total of $10,000 per grant per applicant by the Deputy Vice-Chancellor Education.

**Aims**

The aims of the *Teaching Academic Scholarship Grants* are –

- To provide funding to support TF academics to investigate, develop and implement innovations in teaching and learning.
- To assist TF academics in building pathways for promotional and career opportunities;
• To build capacity in Scholarship of Teaching and Learning for academics in TF roles.
• To assist in developing a scholarly record to enhance the success of those applying for externally funded grant schemes.
• To promote the evaluation of teaching practice and continuous professional learning to enhance teaching excellence.

Eligibility to Apply
To be eligible to apply for a Teaching Academic Scholarship Seed Grant, applicants will be:
• Employed in a Teaching Focused role at Curtin University;
• The appointment must be of at least 0.5 full-time equivalent;
• The appointment must be for at least a two year term (a provision for exceptional circumstances may be considered).

Applying for a Grant
Applicants who have had limited exposure to the scholarship of teaching and learning should attend the information session on Tuesday 21st April.
Applicants should submit an application within one year of their appointment to a Teaching Focused position.

An applicant should discuss the proposal with their Head of School and/or the Faculty Dean of Teaching and learning to ensure that the project is relevant to their current Teaching Focused role and is an appropriate type of proposal for the funding available.

Please note:
• The Curtin Teaching Academic Scholarship Seed Grant is not designed to provide funds for projects that constitute the topic of an applicant’s research higher degree thesis.
• Applicants are not able to receive funding from the Teaching Academic Scholarship Seed Grant and the Teaching Excellence Development Fund (TEDF) for the same project. More information on the TEDF is available at: http://ctl.curtin.edu.au/research/tedf.cfm

The application requires:

• Completion of the Teaching Academic Scholarship Seed Grant Application Form (see Appendix A); and
Submission of Applications

Applications will be open from Thursday 9th April to Friday 29th May 2015 and should be submitted electronically (Word) to the Curtin Learning Institute Awards and Grants email: Awards_and_Grants@curtin.edu.au. Applicants will be notified of the outcome in the week beginning 8th June 2015.

Assessment of Applications

Applications will be assessed against the following criteria:

- The proposal demonstrates an understanding of the Scholarship of teaching and learning;
- The area of scholarship of teaching and learning is relevant to the discipline in which they teach;
- The outcomes will contribute to the SOTL of the discipline and be applicable to other discipline teaching and learning practices;
- The proposal has a well-integrated conceptual framework (design, method and analysis);
- The linkage to an application for external funding for future scholarship.

Reporting Requirements

On completion of the project a one-page report is to be provided to the Faculty Dean of Teaching and Learning and the Deputy Vice-Chancellor, Education.

Further Information

Further information or assistance may be obtained from: Curtin Learning Institute, email: Awards_and_Grants@curtin.edu.au or telephone: 9266 5600

Curtin Learning Institute
April 2015
### Teaching Academic Scholarship Seed Grant Application Form

#### SECTION 1: GRANT SUMMARY

**PROJECT TITLE (Insert a short descriptive title of no more than 15 words)**


**APPLICANT DETAILS**

Family name: _____________________________  Given name(s): _________________________________

Title (Dr/Mr/Ms): ________________________  Employee number: ________________________________

Position Title: ___________________________________________________________________________

Current appointment and Level: ____________________________________________________________

*(must be Teaching-Academic role)*

Faculty/School/Area: _____________________________________________________________________

Year of Appointment: ___________________________  Duration: ________________________________

Email: _________________________________  Telephone: _________________________________

**PROJECT SUMMARY – (A plain language summary of the issue(s) to be addressed, significance and expected outcomes in 250 words)**


**TOTAL BUDGET REQUEST – copy from Section 3 (Total funds requested in this application. Curtin Teaching Academic Scholarship Seed Grants are funded until December 2015)**

<table>
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<tr>
<th>Total $</th>
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**ETHICS CLEARANCE**

If this application is successful, will you require ethical clearance?  Yes/No
SECTION 2: PROJECT DESCRIPTION

Under the headings listed below, explain the project and its expected outcomes in a way that can be appreciated by all assessors. Applicants should be mindful that not all assessors will be experts in the field and should write in accessible language, avoiding the use of jargon. Assessors will be looking for clarity of expression.

Please identify the focus of your Scholarship of T&L project

☐ Student engagement
☐ Curriculum development
☐ Assessment and feedback
☐ Supportive learning environments
☐ Learning design
☐ Quality learning and teaching
☐ Student experience
☐ Academic work
☐ Policy
☐ Other ________________

THE CURRENT SITUATION (STATUS QUO) (250 words)

- What the literature tells us about it and what your experience tells you about it.
- Discuss the issue to be addressed, including a clear statement of the question/hypothesis and its significance in the context of T&L practice.

THE PROBLEM (250 words)

- Why doesn’t the current thinking work anymore – challenge the status quo
- Should the problem be studied? Is there a gap in the current literature about the problem
- Are you replicating an existing study but with different participants or in a different discipline
- Will your study lead to the identification of new techniques or technologies, the recognition of the value of current practice or identify the need to change current teaching practice.
THE PIVOT POINT (250 words)
- What opportunity is there to remedy the situation; how will you do this?
- What tools, procedures or framework might support your enquiry?
- Include information about the theoretical/conceptual framework to which your project contributes, or from which it arises.

THE RESOLUTION (OUTCOMES) (250 words)
- How will you know you have solved the problem?
- Provide information about the outcomes of the grant and how these outcomes might be embedded within the teaching and learning practices.
- Describe how the project could be developed further and submitted to a National seed grant.

PROFILE BUILDING & DISSEMINATION (250 words)
- Explain how you will use the outcomes of this project to enhance your professional profile.
- The effective dissemination and uptake of project activities and outcomes is an important goal of the scheme. Plan a range of approaches to dissemination, for example, the creation of opportunities to promote the project activities and to explain goals and outcomes. Emphasise engaged dissemination, not just publication and conference presentations. Refer to the D-Cubed Guide: Planning for Effective Dissemination on the OLT website http://www.olt.gov.au/grants-and-projects/dissemination
ACTIVITIES & TIMELINE

- Provide a detailed timeline for the period of the grant (June – December 2015).

REFERENCES

- Include a list of all references. This list may be in 10 point font and will be in addition to the page limit for this section

SECTION 3: BUDGET

BUDGET DETAILS

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<th>Detailed Budget</th>
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Sub Total:                           

**Equipment** *(items costing more than $1,000 each)*

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Sub Total:                           

**Consumables** *(including equipment items costing $1,000 or less each)*

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Sub Total:                           

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Sub Total:                           

**BUDGET TOTAL (must not exceed $10,000)**
SECTION 4: APPLICATION CERTIFICATION

CERTIFICATION BY APPLICANT

I certify that:

i) To the best of my knowledge, all the details on this application form are true and complete;

ii) I have adhered to the Curtin Teaching Academic Scholarship Seed Grant Guidelines;

iii) I will comply with all necessary Curtin policies and procedures in discharging my responsibilities under this grant;

iv) I understand and agree that all ethical clearances must be met before the proposed project can commence; and

v) In submitting this application, I consent to its referral to internal assessors for consideration.

Signature of Applicant: _______________________________ Date: ________________________________
ENDORSEMENT BY THE FACULTY DEAN OF TEACHING AND LEARNING (OR EQUIVALENT)
I endorse the submission of this proposal.

Signature of Dean, Teaching and Learning: _____________________________ Date: __________________

ENDORSEMENT BY THE HEAD OF SCHOOL/AREA

Certification by Head of School or equivalent: I certify that:

i) The project, if funded under this grant application, can be accommodated within the general facilities in my area and that sufficient work space is available for any proposed additional staff;

ii) I am prepared to have the project, if funded under this grant application, carried out in my area under the circumstances set out by the Applicant; and

iii) I have noted the amount of time that the Applicant will devoting to the project and agree that it is appropriate to existing workload.

Signature/s Head of School: _____________________________ Date: __________________
Name of School: _________________________________________________________________________
Faculty of: ______________________________________________________________________________

ASSISTANCE AND SUBMISSION

If you require additional assistance or clarification on any of the above, please contact the Curtin Learning Institute either by email at Awards_and_Grants@curtin.edu.au or by telephone on 9266 5600.

Applications for Curtin Teaching Academic Scholarship Seed Grants must be submitted electronically (Word or PDF) to:

Curtin Learning Institute
Awards_and_Grants@curtin.edu.au

Acknowledgement of your application will be provided on receipt.