#### 2023 Large Grant Application

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| **Priority Area:** | ❑ Category A: Online and/or digital assessment and feedback❑ Category B: Promoting active learning and student engagement ❑ Category C: Immersive learning  |
| **Project Title:** |  |
| **Project Leader:** |  |
| **Discipline/College/Directorate:** |  |
| **Team Members:** |  |
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| **Identify rationale for project (including relevant data) and intended outcome/s (max. 200 words)**  |
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| **Project Plan (max. 200 words)** |
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| Identify a relevant critical friend – external to JCU |
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| Identify a mentor (if new to JCU grants) |
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| **Dissemination strategy (max. 200 words).** |
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| **Literature review – refer to one or more papers listed under your chosen category in the Application Guidelines Annexure and any other relevant scholarly resources to support your project aims (max. 500 words)** |
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**Budget**

The maximum amount available for the 2023 Learning and Teaching Innovation Small Grants is $10000 per project.

The budget must provide detailed and accurate costings for all proposed activities. Please include quotes where applicable. CEE recommends that applicants consult their College/Directorate Finance Officers to ensure the accuracy of their budget.

Items that may be funded include the following:

* Personnel: e.g., Project officer/support staff
* Travel: for project related activities or dissemination only (max. $1000 for conference support)
* Project activities: e.g., equipment/software as approved by TSD or CEE, learning resources, consumables, workshops
* Evaluation: e.g., an external reviewer

Venue hire, non-approved equipment, and catering ***will not be funded***.

Please fill out all rows in the table on page 5 that are relevant to your project.

**PLEASE NOTE:** Buyout of teaching hours is not considered an approved use of the Grant Budget. However, it may be considered in exceptional circumstances if a strong case is made and is endorsed by the relevant College Dean/Director. Grant monies may only be used for teaching buyout under these circumstances.

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| **Budget item** | **Detailed costing** | **Rationale for inclusion** | **Amount** |
| Personnel | Include salaries, wages, and on-costs of any staff recruited to the project |  |  |
| Travel | For project-related activities or dissemination, only. Maximum of $1000 for conference support |  |  |
| Project activities | E.g., approved equipment/software, learning resources, consumables, workshops. Attach relevant quotes, approvals from TSD/CEE etc. |  |  |
| Evaluation | E.g., cost of an external reviewer |  |  |
| Other | Any other costs not covered above |  |  |
|  |  | Once you have entered your amounts in the right-hand column, right click on the $ 0.00 in the bottom right-hand cell and select “Update field” to automatically update the total. | **Total costs** | $ 0.00 |

## Project Participants

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| Project leader contact details |
| Title |  |
| First name |  |
| Last name |  |
| Email address |  |
| Work telephone |  |
| Mobile |  |

Please list names of other proposal representatives (to a maximum of four)

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| **Title** | **First name** | **Last name** |
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Please list names of other project participants, including Centre for Education & Enhancement representative, librarian, or other support staff.

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| --- | --- | --- |
| **Title** | **First name** | **Last name** |
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Please list any previous JCU Learning and Teaching Grants obtained in the last five years.

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| **Grant name** | **Current Status (completed in progress etc)** |
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## Project Declaration

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| I (print name of principal representative) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, confirm that I will be accountable for meeting the conditions of the grant as outlined in the Guidelines. I confirm that I:* agree to meet the required timeline (**completion date 31/12/2024**) ❑
* have begun the formal process for Human Ethics approval if required (If completed, please attach approval)
* have Associate Dean, Learning and Teaching support
* agree to complete reporting and acquittal as required
* agree to participate in dissemination activities as required by the Dean, CEE
 |
| Signature: | Date: |

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| **Statement of support from Associate Dean of Learning and Teaching:**I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, as ADLT of the College of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ endorse and support the applicant in a JCU Learning and Teaching Large Grant. |
| Signature: | Date: |

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| **Dean of College/Directorate Declaration:**On behalf of this College/Directorate, I support this nomination on the basis of the attached application. This College/Directorate undertakes to support this proposal and activities to disseminate good practice in learning and teaching. I confirm that the information above is true and correct and that the applicant is able to complete the project as described. |
| Name:  |
| Signature: | Date: |

Applications must be submitted to grantsandawards@jcu.edu.au by **midday,** Monday 30 October 2023.