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# TILT Seedcorn Fund, 2019-20

## Overview of the TILT Seedcorn Fund

Trent Institute for Learning and Teaching supports scholarly projects to enhance learning and teaching at NTU. The Seedcorn Fund is intended to provide colleagues with a small amount of funding (up to £450) for preliminary or exploratory projects or scholarship.

Colleagues might, for example, request Seedcorn funding to:

* Support an initial pedagogic project that will serve as a ‘proof of concept’ to allow application for external funding;
* Support pedagogic research, for example by funding incentives for participation (subject to ethical approval);
* Purchase/hire resources, materials or equipment to use in a learning and teaching innovation or a scholarship project (where these are not already available within NTU);
* Support evaluation or expansion of an enhancement which has been piloted or initially adopted;
* Travel to other HEIs/organisations or conferences to share practice and scholarship related to learning and teaching.

## Number of awards available

TILT is offering up to ten Seedcorn awards for 2019-20. These will be considered in two rounds:

* Round One deadline: 6th November 2019
* Round Two deadline: 19th February 2020

The number of awards made will be determined based on the quality of submissions and will be made on a competitive basis in alignment with the review criteria, as outlined below.

## Eligibility to apply

Members of NTU Academic and Professional Services staff are eligible to apply. A relevant manager must support the application. Applicants are expected to hold or be demonstrably working towards FHEA status. The panel may accept Associate Fellow status in relevant circumstances. Exceptions may be made for co-applicants where a primary applicant holds Fellowship status.

## Application process

The TILT Seedcorn Fund Application Form is appended. Completed forms should be emailed to TILT@ntu.ac.uk by the deadline stated above.

## Review criteria

Applications will be read by a panel of reviewers who will consider each submission against the following criteria:

1. The quality of planned outputs and their potential to enhance learning and teaching;
2. A plan of how you intend to carry out the project, including key activities, participants, and timeline;
3. Budget information;
4. Underpinning evidence or scholarship and links to strategic goals;
5. Plans for dissemination of work to enhance practice within and beyond NTU;
6. Demonstration of clear potential to grow and/or feed into further research or enhancements of learning and teaching;
7. An explanation of how the proposed project will support the applicant’s professional development in terms of scholarship.

Requests for matching funding are welcome.

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| **Terms and conditions for successful applicants:** * Award holders are automatically members of the TILT community and will be invited to participate in future activities to support scholarship, such as reviewing applications for awards, or offering support to future applicants.
* Award holders are expected to share their TILT-funded work through practice exchange within NTU, and to enhance the reputation of NTU and TILT by disseminating their scholarly work externally.
* Colleagues will be contacted periodically to request up-to-date information on outputs and dissemination activities.
* Dissemination and publicity related to this work must include reference to the Trent Institute for Learning and Teaching.
* As soon as confirmation of the decision is received, awardees should contact their School/College or Department finance manager to organise the transfer of the funding. Financial oversight of the awarded money will rest with the receiving School/College or Department.
* The awarded funds must be spent by the end of the financial year (usually July) in which they are awarded. Funds cannot be carried over and TILT will not be able to arrange for any extension of the funds into the subsequent financial year.
* Any equipment, books, or other resources purchased using these funds remain the property of the individual’s School on conclusion of the project, to assist with practice enhancement.
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## Appendix: TILT Seedcorn Fund Application Form

## PART A: TO BE COMPLETED BY THE APPLICANT

## Main applicant information

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| Name: |  |
| Job Title: |  |
| School/Department: |  |
| HEA Fellowship status: |  |
| Title of the proposed project: |  |

**If you have a co-applicant please provide their details**

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| Name: |  |
| Job Title: |  |
| School/Department: |  |
| HEA Fellowship status: |  |
| Title of the proposed project: |  |

**Output(s):** describe the primary output(s) of your proposed Seedcorn project and explain how it/they will enhance learning and teaching in a specific context.

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| Reviewer comments on planned output(s) |

**Outline of the work**: describe how you plan to carry out the project, including key activities, participants, and timeline.

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| Reviewer comments on project outline |

**Budget:** please indicate how much funding you are requesting (max. £450), what you intend to use the funding for, and how you will ensure the funds are spent by July 2020. (Please note TILT funding does not typically cover costs of catering during projects.)

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| Reviewer comments on budget |

**Scholarly and strategic context:** briefly outline a) the evidence or scholarship underpinning your proposed approach and b) links to strategic goals (such as Success for All or University, reimagined).

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| Reviewer comments on scholarship and strategic goals |

**Dissemination:** how do you intend to disseminate this work to enhance practice within and beyond NTU?

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| Reviewer comments on dissemination |

**Future development:** the Seedcorn Fund is intended to support preliminary or exploratory projects or scholarship which demonstrate clear potential to grow and/or feed into further research or enhancements. Please situate your proposed project briefly in a broader context of future development.

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| Reviewer comments on future development |

**Professional development:** briefly explain how the proposed project will support your professional development in terms of scholarship. Include any relevant background regarding your role, professional qualifications and future plans.

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| Reviewer comments on professional development |

Name of applicant **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Date **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please ensure you have obtained the support of a relevant manager before applying.**

Name of Manager **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Date **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Job Title **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Reviewer recommendation** | **Comment (if applicable)** |
| **Award Seedcorn funding** | **Y/N** |  |
| **Request further detail or amendments (please be specific)** | **Y/N** |  |
| **Do not award** | **Y/N** |  |