

# GW4 Joint Innovative PGR Teaching for Cohorts Scheme

## Application Guidelines

This guidance has been drawn up to assist applicants when completing their Joint Innovative PGR Teaching for Cohorts Scheme application forms. The purpose is to explain the assessment criteria and to provide key information and conditions relating to the fund itself.

### Scope

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#### Funding for a pilot programme

The fund has been established to support pilot activities in joint teaching which are innovative and genuinely collaborative. The fund will support the pilot phase only and not any subsequent integration of successful pilots into doctoral programmes.

#### What we mean by 'innovative' and 'cohort-building'

The proposal should be innovative in that it proposes a genuinely new and original offer of PGR teaching. Innovation may be in the mode of delivery, the content, the way students will learn, the proposed benefits, etc. It is not sufficient to simply deliver, for instance, existing teaching jointly across the partners.

In supporting cohort-building the proposed teaching should be seeking to help:

- Enhance support for research students
- Improve the research environment
- Aid learning
- Develop peer support to help PGRs navigate the methodological, organisational and psychological challenges of a PhD

#### The institutions involved

GW4 Joint Innovative PGR Teaching for Cohorts proposals should involve at least two GW4 institutions.

Each application will need to articulate the added value of delivering the teaching jointly across GW4.

### Practicalities

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#### Maximum award amount

Proposals can be made ranging from the value of £1,500 to £15,000.

#### Eligible costs

Expenditure which should be factored into the budget include:

- Travel and subsistence for external speakers/trainers
- Student travel if required
- Support for development of content
- External AV/video etc.
- Logistical support
- Licenses

Teaching time of GW4 staff is a non-eligible cost.

## Finances

All costs and budgets shown in the proposal must have been seen and signed off by the appropriate finance officers at the lead applicant's university.

Funding will be provided to the lead applicant at their GW4 institution. Instructions on how to access this funding will be provided at notification. The lead applicant will be responsible for all administration and financial management of the award.

## Reporting

All funded initiatives under this scheme will be expected to provide an interim and final report at times agreed upon receiving the award. Templates for these reports will be provided.

## Completion dates

Applicants should ensure that joint teaching activities are planned and scheduled in advance so that, in the event of an award, activities can start immediately. We expect pilot programmes to be completed by the end of **March 2017**.

## Assessment criteria

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The selection panel will be seeking to ensure that the proposal

- is truly collaborative
- is innovative
- explains how the teaching will be integrated into the programme of a doctoral training entity (DTE)
- explains how the teaching will be available and applicable to non-DTE students

The proposal should include

- a clear timeline for the development and implementation of the joint teaching
- complete practical and logistical details of the teaching
- an explanation as to how the joint teaching will be evaluated for future deployment
- an appropriate consideration of the project's risks as well as a mitigation strategy
- contain a sustainability plan

With regard to its finances the proposal should

- propose a detailed, transparent, and appropriate budget
- represent value for money

For any queries about this funding scheme, please contact Dr Conny Lippert, the GW4 PGR Partnerships Coordinator, at [gw4-pgr@bristol.ac.uk](mailto:gw4-pgr@bristol.ac.uk) or 0117 928 9153.