

# Developing your Doctoral Training Entity

## Guidelines for Applicants 2017-18

### What is the 'Developing your Doctoral Training Entity (DTE)' programme?

'Developing your DTE'<sup>1</sup> offers additional, targeted support by providing facilitated workshops for individual DTEs, or a group of DTEs, across GW4. Our aim is to offer bespoke training opportunities for leaders and their teams (academics and professional services staff), tailored to meet their specific needs.

The programme offers each successful DTE access to an external facilitator for a custom-made session. These sessions will be co-designed by DTE team members alongside this external facilitator. Each facilitator has experience of working in the academic environment and will work in consultation with the lead applicant to produce a session (or sessions) to fit the specific development needs of their DTE community.

### How it works:

Due to the bespoke nature of the 'Developing your DTE' programme each application for a funded workshop will be unique. Suggestions of themes or activities may include (but are not limited to):

- Skills development, for example regarding the mid-term review processes
- Activities to encourage and develop collaborative techniques across the team
- Building a learning community and collective ownership of projects
- Setting-up and developing processes and practices around communication and information-sharing
- Assistance preparing for a bid / re-bid

In writing your application, we encourage you to be as specific as possible about your learning and development needs. In exceptional circumstances, you may apply for two sessions if your plans require more than one workshop.

Applications can be made by groups of, as well as by individual, DTEs. The review board may further suggest such a collaborative approach where it appears appropriate and fruitful.

### If your application is successful, we will:

- Cover the funds for an external facilitator who will co-design the session with you, and then deliver the session
- Provide funding to cover catering costs, including lunch (travel costs, however, will not be reimbursed)
- Support you in organising the day (help in finding a suitable room; book catering; template invitations and joining instructions for your use; register attendees if applicable; provide materials for the day as appropriate)
- Offer our expertise in selecting an external facilitator who is right for your aims and team

### If you are successful, you will need to:

- Identify and invite workshop participants

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<sup>1</sup> 'Doctoral Training Entity', or 'DTE', denotes all DTPs, CDTs, DTCs and IDCs funded through RCUK, as well as doctoral training programmes funded through charities, such as the Wellcome Trust, the British Heart Foundation, etc.

- Establish a suitable date for your team and the facilitator (with our help)
- Work with the GW4 team and your facilitator to decide on the content for your workshop(s)

### **Selection and eligibility criteria:**

- Any DTE led by a GW4 institution can apply (groups of such DTEs are also eligible to apply where the workshop warrants it)
- The application demonstrates an understanding of the aims, stated above, of the 'Developing your DTE' programme
- The application fits with the aims and purpose of the DTE(s) involved
- Evidence of participation of all relevant GW4 institutions in the sessions
- The application demonstrates value for money, e.g. benefit to a significant group of staff
- It demonstrates breadth and depth of impact, e.g. evidence of added value to your DTE

Please note: If your DTE has non-GW4 partners, staff from those institutions are eligible to attend the session if your application is successful.

Successful applicants do not receive funds directly. Payment is organised by our team and goes directly towards the items specified above.

### **Application form:**

The application form available on the [GW4 website](#).

Applications for funding should be sent to the GW4 PGR team via e-mail ([gw4-pgr@bristol.ac.uk](mailto:gw4-pgr@bristol.ac.uk)).

You can apply for the 'Developing your DTE' programme at any time. Applications will go to the review board at the next available date:

- Monday **13 November** 2017
- Monday **12 February** 2018
- Monday **14 May** 2018
- Monday **13 August** 2018
- Monday **12 November** 2018

If your proposed workshop is urgent and you think it needs to be reviewed outside of these dates, please add your rationale for this in the application form.

Dates for the workshops will be agreed by the community but will also depend on the availability of the external facilitator.

### **Contact and queries:**

If you have any queries, please contact [gw4-pgr@bristol.ac.uk](mailto:gw4-pgr@bristol.ac.uk) or 0117 928 9153.