**WIHEA Project Funding Proposal Form 2021/22**

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| Project Team: | | | | | |
| Name of Project Lead (Must be a WIHEA Fellow) | | Department / Centre | | Email | |
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| Name of Project Co-Lead (a staff member who is prepared to take responsibility for the project if required) | | Department / Centre | | Email | |
|  | |  | |  | |
| **Other Collaborative Staff & Student Partners**: (from two Academic Departments or one Academic Department and one Professional/Student Service. Please provide details for all partners involved, use additional space in the ‘Other Information’ section if required) | | | | | |
| Staff Name | | Department / Centre | | Email | |
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|  | |  | |  | |
| Student Name | Course Title & Year of Study | | Department | | Email |
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| Project Information: | | | | | |
| **Please tick the strategic area(s) to which this project contributes:** | | | | | |
| Student Engagement & Inclusion  Digital Education  Curriculum Design & Development | | | Assessment  Teaching Leadership | | |
| **Estimated Start Date:** | | | **Estimated Completion Date:** | | |
|  | | |  | | |
| **Please provide a title and a sentence, to summarise your project:** (a maximum of 100 words, this brief summary will be used in future internal and external communication materials) | | | | | |
|  | | | | | |
| **Project Plan:** | | | | | |
| Please provide an outline of your project by answering the questions below:  **What do you want your project to achieve?**  **How do you intend to achieve it?**  **What are the roles of staff and students?**  **How many students will your project reach and how?** (please include information on discipline/year of study etc.)  **Which other stakeholders will you involve and how?**  **How will your project enhance learning outcomes?**  **How will your project optimise the student experience?**  **How will you support the development of students in the project team, what is the benefit to them?**  **How will this project provide a development opportunity for staff and how many staff will benefit?**  **How do you plan to evaluate your project on completion?** | | | | | |
| **Measureable Targets & Timescales:** (Please list project milestones and measurable targets (outcomes or outputs)and estimated dates of completion) | | | | | |
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| **Sustainability:** | | | | | |
| **What will be the legacy of the project?**  **How can the outcomes of the project be embedded and sustained in the University?**  **What contribution will you make to the WIHEA Repository?**  **How might the outcomes be disseminated more widely outside of the university?** | | | | | |
| **Project Budget:** | | | | | |
| **Please make clear the total amount of funding applied for and give a detailed breakdown of all costs associated with the project, with estimated dates when expenditure will be incurred and any resource implications for your department.**  **Include the number of staff and students and the number of days that each will spend on the project.**  **Due to Covid-19, please also state below, if there are any risks to the delivery of the planned activities/timeline, should a lockdown or restrictions re-occur. Please indicate which if any activities would be effected and how much funding is attributed to each activity.** | | | | | |
| **Additional Support:** | | | | | |
| **What support do you need?** (How might WIHEA or other areas of the university provide additional help or information to support you in delivering this project?) | | | | | |
| **Ethics:** | | | | | |
| **Will the project require ethics approval? Yes / No**  If yes, please note that ethics approval **must** be in place **before** the study begins.  (Please note HSSRECApplication submission deadlines for 2021/22: Monday, 8 November 2021, Monday, 3 January 2022, Monday, 14 February 2022, Monday, 28 March 2022) | | | | | |
| **Other Information:** | | | | | |
| **Signature of Project Lead(s):** | | | | | |
| **Signature: Name:** (please print)  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Signature: Name:** (please print)  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | |
| **Approval by Head of Department/Director of Centre for Project Lead:** | | | | | |
| **Comments:** (optional)  **Signature: Name:** (please print)  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | |
| ***Please scan and email completed proposal forms with your Head of Department/Director of Centre’s signed approval to*** [WIHEA@warwick.ac.uk](mailto:WIHEA@warwick.ac.uk) | | | | | |