eSTEeM Project Plan Supplementary Information

All submissions will be acknowledged. If you are applying for more than one project, then please submit a separate form for each.

Before completing the submission form please ensure:
- You have discussed and had your project endorsed by your School Scholarship Lead.
- You have received approval from your Head of School/Lead Line Manager.
- you have conducted a search on the eSTEeM website and Scholarship Exchange to check whether there has been any similar research/projects in the area you wish to investigate; and
- you have read the criteria and notes below.

Criteria

Projects may be put forward by faculty management, an individual or groups of academic/academic-related staff. A project will only be accepted if:

1. It is relevant to the identified themes (as detailed in your discussion with the School Scholarship Lead).
2. It will impact favourably on student experience and/or institutional effectiveness/efficiency.
3. It will produce deliverables/outputs.
4. There is a workload allocation for the staff involved.
5. There is appropriate resource available, and the project represents value for money.
6. There are opportunities for engaging others with the work – i.e., there is a dissemination plan.
7. There is a clear evaluation process.
8. The project plan is agreed through appropriate management routes.

Notes

1. You may find it useful to complete the *eSTEeM initial planning activity* which is available on the eSTEeM website to help you formulate and shape your project idea.

2. Please note that the following deliverables should be produced as part of the project and will be made available through eSTEeM.
- Short news items for the eSTEeM website.
- Short and final reports.
- Contributions to annual conferences i.e., papers, presentations, posters.
- Journal publications, book chapters.

3. Funding may be used for:
- Additional Duties Contracts for ALs to help with interviews, focus groups, qualitative data analysis, etc. These will need to be arranged through the Senior Manager, Scholarship.
- Conference fees and travel expenses.
- Incidental expenses (e.g., telephone, postage).

- Additional computer hardware and software.
- Transcription costs.
- Hospitality to arrange external meetings/focus groups but these must first be formally negotiated with the Senior Manager, Scholarship.
- Other items negotiable with the Senior Manager, Scholarship once projects have been agreed.

A note about additional resources

Some projects may require input from other units. Once projects have been agreed you will be invited to discuss your needs with us, we will attempt to negotiate necessary resources from other units (e.g., software development) on your behalf or find other cost-effective solutions. For the benefit of the project proposal process, please provide as much information as you can; we accept this area may not be fully formulated.

Aligning your eSTEeM project with Applaud

Applaud is the Open University's Higher Education Academy (HEA) accredited professional development programme. Participants have the opportunity to demonstrate their eligibility for one of the four categories of HEA by reflecting on their practice as teachers or supporters of student learning. As a member of an eSTEeM project team, you are encouraged to consider whether you could use your project as the basis of a claim of HEA fellowship through Applaud.

The requirements are set out in detail on the [Applaud](#) website and they relate to the [UK Professional Standards Framework (UKPSF)](#), which has been reversioned into the Open University context as the [Applaud Principles](#). Applaud claims take as their focus your practice in relation to student learning. You would be supported in the preparation of your submission by an Applaud mentor.

For example, an eSTEeM project might investigate a particular approach to assessment. The focus of the project might be the assessment intervention, and its impact on student performance. Your associated Applaud claim would take a more personal focus. You would explain why you were interested in this assessment issue and what motivated you to investigate it. The progress and findings of your eSTEeM project would be interpreted in terms of your own professional learning and development. You would identify how the project had altered your understanding of the issue and how your future practice would change as a result.

In terms of the HEA Fellowship categories:
- For HEA Associate Fellowship developing an Applaud claim based on an eSTEeM project would be normally a very straightforward task
- For HEA Fellowship the requirements are broader, but most eSTEeM projects would provide a sound basis for an application. Your Applaud mentor would be able to provide advice and support
- For HEA Senior Fellowship the requirements include demonstration through Applaud of both your expertise in learning and teaching and evidence that this expertise had had an impact on the practice of colleagues. Some Applaud projects in the dissemination phase would meet these requirements and your Applaud mentor would be able to advise you how best to match your evidence to the UKPSF

- For HEA Principal Fellowship very wide-ranging strategic influence must be demonstrated and it is unlikely that an eSTEeM project on its own would provide a good basis for an Applaud application

Applaud is designed to be flexible and to align with a wide range of activities, so if your eSTEeM project itself does not fit it is possible to base your Applaud claim for fellowship on other teaching-related work. To find out more, visit the [Applaud website](#) where you will find detailed advice and guidance, a registration form, as well as forums for advice.