

## CIRCULAR

# Project Awards in Further Education Institutions from the Coleg Cymraeg Cenedlaethol's Strategic Development Fund

Date: 8 September 2015

Reference: 15/01

To: Colegau Cymru; Principals of Welsh further education institutions;  
Institutional Welsh-Medium Provision Co-ordinators; Bilingualism  
Champions in further education institutions

Response by: No response needed

Contact: Rhian A. Davies

This circular sets out a list of the latest awards from the Coleg's Strategic Development Fund in 2014/15.

This document is also available on the website of the Coleg Cymraeg Cenedlaethol  
<http://www.colegcymraeg.ac.uk/circulars>

## Awards from the Strategic Development Fund

1. This circular sets out a list of the latest awards to be supported by the Coleg Cymraeg Cenedlaethol [ the Coleg ] through the Strategic Development Fund [the Fund ].
2. Applications were invited from grants from the Fund through a circular issued on 9 June (Circular Ref:14/10). 9 applications were received.
3. On 20 July 2015, the applications were considered by Coleg officers together with Merfyn Morgan (Chair of the Coleg's Further Education Colleges Steering Group) and Sylvia Davies (ColegauCymru). The Chair of the Coleg's Board of Directors approved the recommendations. A list of the grants awarded can be seen in **Appendix 1**.
4. The Coleg released a grant for the projects supported in July 2015.
5. Applications were supported on the basis of their potential to increase higher education provision in further education and to promote progression in relevant subject areas between the further education and higher education sectors. The circular, when inviting applications, clearly stated that priority would be given to the following:
  - i. number of students benefitting;
  - ii. increasing higher education provision in further education
  - iii. potential to attract further education students to study higher education and increase provision/progression between further education and higher education.
  - iv. relevance to the academic plans of the the Coleg Cymraeg Cenedlaethol;
  - v. potential for developing resources which will be of use to both the further education and higher education sectors.
6. The Coleg's Project Development Officer (Rhian A. Davies 01267 610417 [rh.davies@colegcymraeg.ac.uk](mailto:rh.davies@colegcymraeg.ac.uk)) has contacted the project managers to discuss any conditions attached to the award. Institutions are required to accept the conditions and to submit a full Project Plan to the Development Officer, together with a definite

timetable for the completion of the work, **by 12:00, 25 September 2015**. The timetable shall also include an outline of the project's specific steps. Support for all projects will be subject to receipt of a full Project Plan.

7. The Coleg's Project Development Officer shall monitor projects by receiving a termly Progress Report from each Project Manager. The Coleg shall receive an annual report on the project's budget.
8. An End of Project Report must be submitted, stating the project outcome, together with a full financial specification approved by the institution's finance office, following the project completion. In accordance with the Coleg's project procedure, the Coleg shall reclaim any underspend.
9. A template for drawing up a **Project Plan, Progress Report and End of Project Report** may be found on the Coleg's website: <http://www.colegcymraeg.ac.uk/ffurflenni>.
10. Applications for one year's funding only shall be approved, which is consistent with the conditions of the Fund.

## **General Conditions**

11. **Licences and copyright:** Resources/publications will be licensed on the Coleg's e-learning platforms under a Creative Commons license, e.g., CC BY-SA 4.0, unless there are special circumstances. It is the project manager's responsibility to ensure that contributors are aware of, and agree to, this. Any work of clearing copyright is the project manager's responsibility. For further information regarding the Coleg's publication guidelines, contact the Coleg's Publications Manager, Mari Fflur 029 2010 9020 [m.fflur@colegcymraeg.ac.uk](mailto:m.fflur@colegcymraeg.ac.uk).
12. **E-learning portals:** It is expected that all resources/publications can be published on one of the Coleg's e-learning portals, e.g., Y Porth, Y Llyfrgell Adnoddau, Yr Esboniadur and/or the Coleg's iTunes site. The project manager should contact the Coleg's Information Services Manager, Owain Huw 029 2010 9018 [o.huw@colegcymraeg.ac.uk](mailto:o.huw@colegcymraeg.ac.uk) as soon as possible so as to ensure that the resource/publication can be developed in an appropriate form suitable for the portal.

13. **Publications:** It is expected that all publications should acknowledge the Coleg's sponsorship in accordance with the Coleg's publication guidelines, and the project manager is expected to contact the Coleg's Publications Manager to check the relevant details, Mari Fflur 029 2010 9020 [m.fflur@colegcymraeg.ac.uk](mailto:m.fflur@colegcymraeg.ac.uk).
14. **Marketing/Publicity:** Any marketing/publicity work is expected to acknowledge the sponsorship of the Coleg Cymraeg Cenedlaethol on every occasion, whether in print or online. See <http://www.colegcymraeg.ac.uk/brand> for a copy of the Coleg's logos. Care should be taken to ensure that they are correctly used in accordance with the Coleg's brand guidelines. Contact the Communications Manager, Elin Williams 01267 610408 [e.williams@colegcymraeg.ac.uk](mailto:e.williams@colegcymraeg.ac.uk) to check the design of any promotional material at least 5 working days before publication.
15. **Terminology:** If you have any enquiries relating to terminology, please contact the Coleg's Higher Education Terminologist, Dr Tegau Andrews [t.andrews@bangor.ac.uk](mailto:t.andrews@bangor.ac.uk). Follow the link below to view the resource -<http://www.colegcymraeg.ac.uk/termau>.
16. **Recruitment Events:** Anyone staging a recruitment event is expected to promote membership of the Coleg (whether to students, university staff, school pupils, school staff or others). Showing evidence of names and membership numbers shall be a project output, and this evidence would be submitted with the End of Project Report.
17. **Conference/Course/Seminar:** All attending or participating in a Coleg-sponsored conference/course/seminar will be expected either to enrol in the Coleg or pay the full fee. Showing evidence of names and membership numbers shall be a project output, and this evidence should be submitted with the End of Project Report.

### Further Enquiries

18. Any enquiries should in the first place be e-mailed to Rhian A. Davies [rh.davies@colegcymraeg.ac.uk](mailto:rh.davies@colegcymraeg.ac.uk).



**Appendix A** lists the projects approved by the Chair of the Coleg's Board of Directors for funding from the Fund's budget in 2014/15:

	<b>Title</b>	<b>Institution</b>	<b>Conditions / Next Step</b>
1	Develop Welsh-medium enterprise and employability (Continued)	Bridgend College	Support the application.
2	Attract and direct Further Education students to pursue Welsh-medium Higher Education courses/modulesWi in areas of social sciences (Continued)	Coleg Cambria	Part funding with conditions.
3	Attract Further Education students to study Agriculture and Business in Higher Education and promote co-operation between both sectors	Coleg Cambria	Part funding with conditions.
4	Start up and plan new businesses (Continued)	Coleg Sir Gâr	Part funding with conditions.
5	Taster of Higher Education in Outdoor Pursuits and Sports Science	Grŵp Llandrillo Menai	Support the application.
6	Nursing Taster Day, Further Education to Higher Education	Gower College Swansea	Funding on a lesser scale.