

CIRCULAR

Strategic Development Fund

Date: 26 March 2015

Reference: 14/08

To: Heads of Welsh Higher Education Institutions, The Coleg Cymraeg Cenedlaethol Advisory Group, Welsh-medium Provision Co-ordinators in the institutions

Respond By: For new Strategic Projects, please respond by 27 April 2015 (an application form is attached at the end of this Circular)

For 2015/16 Conferences, please respond by 1 May 2015 (if you have not already received a form from your Branch Officer or Subject Officer, please contact Rhian Davies)

Collaborative Modules, please repond by 31 March 2015 (as above)

Contact: Rhian Davies: rh.davies@colegcymraeg.ac.uk
01267 610417

This document is also available on the Cymraeg Cenedlaethol website

<http://www.colegcymraeg.ac.uk/cy/cyhoeddiadau/cylchlythyron/>

Strategic Development Fund 2014/15

Introduction

1. The Coleg Strategic Development Fund has supported a considerable number of developments since the inception of the Coleg in 2011. The emphasis of the fund has changed over time as a result of several significant developments:

i) Development of the Academic Staffing Scheme

The Staffing Scheme now supports 118 individual lectureships in universities throughout Wales, and a number of developments which would previously have been supported through individual projects are being led by employed lecturers supported by the Coleg;

ii) Appointment of Subject Officers

Officers have been appointed to provide help and specific support for lecturers in the Sciences, Social Sciences, and Arts / Humanities, as well as a Publications Officer to support and facilitate projects to create resources and publications in the name of the Coleg;

iii) National Strategic Projects

Several long-term strategic projects receive support from the Coleg e.g. *Gwerddon* and the Dictionary of Higher Education Terms. (Please see point 6 for further details of strategic projects the Coleg will continue to support in 2015/16);

iv) Small Grants

The Small Grants Scheme has developed purposefully and provides a suitable source of funds for individual lecturers wishing to develop a limited resource / individual research / project. (The maximum award available through the Small Grants Scheme is £2,500);

2. Hand in hand with these developments, the Coleg's Academic Collaboration Committee has developed a specific framework to support collaborative modules and activities organised under the aegis of the Coleg e.g. student conferences, skills courses etc. These activities are now supported through a dedicated budget for collaborative provision.

3. While the various sources of support for academic developments have expanded, some budgetary pressure has also come to the fore. There has been no increase in the Coleg budget (except the budget for the Staffing Scheme, in line with the report by Professor Robin Williams), so funding available for new strategic developments is limited in comparison with previous years. As a result, the Coleg will commission only a limited number of new national projects in 2014/15. In each case, the Coleg will ensure that projects funded are strategic and compatible with Coleg academic plans.

Funds within the Strategic Development Fund

4. Before elaborating on the commissioning process for these projects, it is worth noting those funds which still exist within the wider 'Strategic Development Fund' budget:
 - i) Small Grants (Grants of up to £2,500)

One round of Small Grant awards has already been awarded in 2014/15 and a further round of Small Grants will be awarded during Summer term 2015;
 - ii) Subject Officers

The budget for subject officers has been designated within the Strategic Development Fund;
 - iii) Collaborative Modules

The Academic Collaboration Committee has requested that information for collaborative modules to be provided in the 2015/16 academic year be submitted by 27 March 2015. A budget should be submitted, by 27 March

2015, for each proposed collaborative module seeking financial support from the Coleg. Relevant forms have already been circulated to Coleg Branch Officers and Subject Officers. Applications should be sent to Rhian Davies, Rh.Davies@colegcymraeg.ac.uk.

iv) Other Collaborative Activities e.g. student conferences

The Coleg is prepared to designate a reasonable budget (usually between approximately £1,000 and £2,500) to support collaborative activities for students in a specific subject (or across a range of similar subjects) in Wales to be held in the 2015/16 academic year. The Coleg does not usually support more than one conference or activity in an individual subject. Any lecturer / subject panel wishing to organise such an activity should submit a description and budget for the proposed collaborative activities by 1 May 2015. Relevant forms have already been circulated to Coleg Branch Officers and Subject Officers. Applications should be sent to Rhian Davies, Rh.Davies@colegcymraeg.ac.uk;

Current Strategic Development Fund Projects

5. Unless the project has been identified in clause 7 below, all current projects will end in accordance with the timetable and budget set. Where coordinators of other current projects wish to declare an interest in a new project (as part of the commissioning process described below) they should do so by responding to this circular. If project managers have any doubt regarding the status of their project, they should seek advice from the Coleg Chief Executive or other Senior Academic Manager.
6. The Coleg will respond to any such enquiries in writing.
7. For clarity, current projects where no response to this circular is required are as follows. For some of these projects a review will be held before any budget is provided beyond the current timetable:
 - Dictionary of Higher Education Terms
 - *Gwerddon*
 - Digitisation, e-publishing and electronic corpus (DECHE)

- Part-time Higher Education Certificates in the Humanities and Social Sciences
- Cynllun Colegau Cymru
- MA in Translation Studies
- Teachers' Certificate of Competence
- Higher education / progression projects in further education institutions

New Strategic Development Fund Projects

8. As already noted, the Coleg has earmarked a specific sum for strategic projects to be newly commissioned before the end of the 2014/15 academic year. As the sum involved is comparatively modest, the Coleg wishes to avoid a situation where university colleagues work diligently on detailed projects while most of these applications are then rejected due to financial restrictions. We therefore require anyone seeking to develop a project under the aegis of the Strategic Fund to submit their application on the short application form attached, which should be submitted to Rhian Davies Rh.Davies@colegcymraeg.ac.uk by 27 April 2015.
9. The Coleg Grant Panel will consider proposed projects and make specific recommendations in respect of each application submitted. The panel may recommend:
 - that the project should be commissioned
 - further work before deciding whether the project should be commissioned
 - that the application should not be supported.
10. The Panel will give priority to the following:
 - applications submitted in collaboration on behalf of a Subject Panel;
 - applications responding to priorities clearly set out within academic schemes;
 - recommendations submitted following subject reviews, where relevant;
 - possible projects formally discussed during planning meetings between the universities and Coleg officers.

11. There is no restriction on the number of applications individual universities may submit but careful consideration should be given before more than two such applications are submitted.

12. Institutions are urged to submit joint applications, that is, with a full collaborative element between two or more institutions.



New Strategic Project Application Form

Project Title: [Insert project title]

Project manager(s) (name, email, telephone number)	
Institution:	
Start date:	
End date:	
Total Grant:	

1. Brief Outline of Proposed Project (no more than 500 words)

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2. Discussions held on project (e.g. at a panel, planning meeting)

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3. Project relevance to Coleg academic plans

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4. Proposed Project Timetable and Budget. Please note also if there are other funding sources.

Timetable	Activity	Cost
	Total	

5. Project outputs (no more than 250 words)

Signed by prospective project manager:

Signed by Institution:

Date: