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# **Quality Enhancement Planning**

# **Prioritised Resource Proposals**

Please consult the guidelines in Appendix A before completing the form

## 1 Summary Resource Proposals Table

|  |  |  |
| --- | --- | --- |
| **Project #** | **Project Title** | **Funding Requested** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| **Total** |  |  |

## 2 Project Details

|  |  |
| --- | --- |
| **Project 1** |  |
| Ref PRG recommendation |  |
| Aims of the Project |  |
| Cost of the Project |  |
| Timeline for Delivery |  |
| Project Leader/ Co-ordinator |  |
| Expected Impact on Quality |  |
| Relevant Units/Areas consulted |  |
| **Total Cost of Project** |  |
| **Any Local Contribution to Costs** |  |
| **Funding Requested** |  |

|  |  |
| --- | --- |
| **Project 2** |  |
| Ref PRG recommendation |  |
| Aims of the Project |  |
| Cost of the Project |  |
| Timeline for Delivery |  |
| Project Leader/ Co-ordinator |  |
| Expected Impact on Quality |  |
| Relevant Units/Areas consulted |  |
| **Total Cost of Project** |  |
| **Any Local Contribution to Costs** |  |
| **Funding Requested** |  |

|  |  |
| --- | --- |
| **Project 3** |  |
| Ref PRG recommendation |  |
| Aims of the Project |  |
| Cost of the Project |  |
| Timeline for Delivery |  |
| Project Leader/ Co-ordinator |  |
| Expected Impact on Quality |  |
| Relevant Units/Areas consulted |  |
| **Total Cost of Project** |  |
| **Any Local Contribution to Costs** |  |
| **Funding Requested** |  |

## Appendix A: Guidelines for Prioritised Resource Requirements

Prioritised resource requirements may be funded or part-funded through the University’s Quality Enhancement Fund, administered by the Quality Promotion Committee (QPC). The Quality Enhancement Fund is limited; therefore funding proposals should be confined to once-off, short-term projects. Proposals that contain large capital expenditures (e.g. new buildings) or long-term commitments (e.g. staffing) should go through the University’s Resource Committee.

The following is taken into consideration when assessing applications:

* Does the project contribute to quality in the Area?
* Is the project connected to the quality review process, i.e., is the need identified in the Peer Group’s Report?
* Does the project contribute to quality in the wider University, i.e., beyond the area of review?
* Does the project offer good value for money for the University?
* Is the project achievable, traceable, and measurable?

Areas can propose more than one project once the above criteria are fulfilled for all the proposed projects. The project outline for each project should contain, at least, the following summarised in no more than two pages per project:

|  |  |
| --- | --- |
| **Project 1** |  |
| Ref PRG recommendation |  |
| Aims of the Project | Briefly describe the aims of the project, with reference to how it will address an area identified in the Peer Review Group report, what the goals/deliverables are, and who will be involved in the project. |
| Cost of the Project | Include an overview of the funding requested including available quotes or estimates obtained, and a breakdown of how funding will be spent. |
| Timeline for Delivery |  |
| Project Leader/ Co-ordinator |  |
| Expected Impact on Quality | Details of the expected impact on quality in the Area and the University more broadly. You may include, for example:   * How the project will impact on quality in the Area * Who in the University will most benefit from the project’s success (e.g., students, academic staff, professional staff, etc.) * Will the project have any additional benefit to the wider  DCU community? |
| Relevant Units/Areas consulted | Details of where relevant or impacted areas or units in the University have been consulted (i.e., some projects may require input and investment from other areas. In such cases, consultation with those areas should take place before proposals are submitted to QPC) |
| **Total Cost of Project** |  |
| **Any Local Contribution to Costs** |  |
| **Funding Requested** |  |