

**DCU Quality Promotion Office**

**Quality Improvement & Development (QuID) Funding 2019/20**

**Topic Area: Building the DCU Community and Encouraging Cross-Campus Collaboration**

**Application Form**

**1. Name of applicant(s), role(s) within DCU and contact information:**

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**2. Title of project:**

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**3. Overview of the proposed project (100-150 words):**

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| **Guidance Note:**  **When completing this section please ensure to provide a high-level overview of your project while highlighting clear goals and objectives** |

**3. How this proposal aligns to the theme of “Building the DCU Community and Encouraging Cross-Campus Collaboration” and how it contributes to our overall Quality Enhancement Agenda:**

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| **Guidance Note:**  **A commitment to ‘value and develop our staff community’ and ‘ensure a coherent, connected University’ are two of the goals of our Strategic Plan 2017 – 2022 ‘Talent, Discovery and Transformation’.**  **Examples of such projects might include;**   * **Culture –enhancing the quality through living the DCU values within the DCU Community** * **Connection –improving the quality by building connections within and across our campuses** * **Dialogue – developing ways in which the DCU community can share information and views** * **Recognition – considering how staff are valued for what we do and how we do it** * **Well-being –focusing on how the DCU community is enabled to be at our best** * **Cross Campus Collaboration – encouraging enhancement activities through cross-campus initiatives which benefit the student experience, teaching and learning, research activities, and professional support services.** |

**4. Total amount requested from QuID fund: €**

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| **Guidance Note:**  **Up to a maximum of €2,500 will be awarded to each successful project** |

**5. Breakdown of Project Costs:**

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| **Guidance Note:**  **Provide a detailed break-down of the proposed project costs in addition to a summary explaining how the QuID funding will support this project while providing an outline of the planned funding source for any expected or unexpected project shortfalls.** |

**6. Implementation Time-Line:**

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| **Guidance Note:**  **Provide a detailed break-down of the proposed time-lines.** |

**7. Outline the level of agreed support from other areas within DCU: (Where applicable)**

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| **Guidance Note:**  **Indicate whether support from other areas within DCU will be required, and if so, confirm that an agreement has been reached with the relevant respective staff member(s). The names and roles of staff members involved would be beneficial.** |

**Applicant(s) Declaration**

I am pleased to confirm that I have discussed the outline and objectives of this proposal with the Head of my School / Faculty / Unit and have received his/her full support to ensure we achieve the milestones and objectives set out in this proposal by the end of September 2020. I understand that if successful, I am required to complete and submit a Progress Report to the QPO at the mid-way point and on completion of the project. Furthermore, I have engaged a number of DCU units who have provided their agreement to support the implementation process of this project.

Signature(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Considering that we may need to liaise with your Head of School/Faculty/Unit sometime post submission, can you please provide his/her contact details in the space below;**

Name / contact details:

Email:

Phone:

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**Important notes:**

1. Please provide a **Soft Copy** of the final **Application Form** to Fiona Dwyer, Quality Promotion Office by email and cc the Head of Department to confirm their full support in your proposal.   
   The deadline for hard copies is on or before: **10th January 2020.**
2. Please note that funding cannot be used to hire research staff on a short-term contract basis.
3. If successful, an outline of the project details will be required for publication on the Quality Promotion Office website.

If you have any queries you are very welcome to contact Fiona Dwyer ([fiona.dwyer@dcu.ie](mailto:fiona.dwyer@dcu.ie) or on ext 8411).