# Application Guidelines for the

# DCU QUALITY IMPROVEMENT & DEVELOPMENT (QuID)

# Funding Call 2019/20

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

The Quality Improvement Fund is an open call for quality enhancement focused proposals across the DCU Community, from both academic and professional support areas. Up to €25,000 funding has been identified to facilitate the continuation of this very successful internal funding call. There is funding available to support proposals focusing on the 2019/20 Quality Improvement Topic ‘Building the DCU Community and Encouraging Cross-Campus Collaboration’.

### Why a focus on DCU’s Community and Cross-Campus Collaboration?

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’.

Here are the pillars that support and focus our efforts to create a vibrant, cohesive staff community and culture in our Strategic Plan 2017 – 2022, as is aligned to the [Our DCU Framework](https://www.dcu.ie/sites/default/files/marketing/pdfs/ourdcu_framework_final.pdf) communicated in December 2019.

### Examples of projects aligned to the topic might include,

* **Culture** – Projects that enhancing quality through living the DCU values within the DCU Community
* **Connection** – Projects that improve quality by building connections within and across campuses
* **Dialogue** – Developing ways in which the DCU community can share information and views
* **Recognition** – Projects that consider how staff are valued for what we do and how we do it
* **Well-being** – Projects which focus on how the DCU community is enabled to be at our best
* **Cross Campus Collaboration** – Projects encouraging enhancement through cross-campus initiatives benefiting the student experience, teaching and learning, research activities, and professional support

### Who can apply for funding?

Applications are welcome from all members of the DCU staff community across all of our campuses, including part-time and contract staff. Whilst we encourage the involvement of students, please note that submissions must be made and overseen by staff members.

### What sort of projects might receive support?

The primary objective of this initiative is to provide funding to specific projects that will contribute to enhancing and promoting quality culture within the university. **Please note that QuID funding cannot be used to fund short-term contracts of employment**.

QuID funding in 2019/20 is limited to projects which can be initiated and completed within the academic year. Therefore, all funding should be completed by end September 2020 at the latest.

### How and when do I apply?

Application forms are available from the QPO website at: <https://www.dcu.ie/qpo/Quality-Improvement-Funding.shtml>

Completed application forms (max 4 pages) should be submitted on or before ***10th January 2020.*** If you have any queries, prior to submission, please contact the Fiona Dwyer (fiona.dwyer@dcu.ie or on ext 8411).

### Who assesses the applications?

A sub-group of the Quality Promotion Committee (QPC) will assess the applications and make recommendations on successful applicants.

The following criteria will be taken into consideration when allocating the funding:

* Clear and concise overview of the projects aims and objectives
* An alignment with the DCU Strategy 2017-2022, including, but not limited to, the University’s strategic goals No 4. Ensure a coherent, connected University and No 5. Value and develop our staff community.
* Alignment to the values and objectives of the ‘Our DCU’ Framework
* Identification of existing issues or opportunities that could help to enhance Cross-Campus Collaborations at DCU
* Potential to make a clear contribution to the applicant(s)’ area as well as the wider university
* Realistic and achievable costings within the 2019/20 academic year
* Outlining of clear time-lines and deliverables

The project proposal should contain the following, summarised in no more than two pages per project using the application form template provided:

* Name of School/Faculty/Office /Centre/Committee/Working Group proposing the project
* Name(s) and role in DCU of co-ordinator(s) of project
* Title, aim and summary details of project
* Expected impact on quality assurance or improvement/development or both, in the relevant School/Faculty/Office/Centre/Committee/Working Group and the wider university
* Financial summary of project requirements and proposed means of funding any shortfalls

### What happens if I am successful?

The successful applicants should complete their project by the end of September 2020. The QuID funding will be provided to the relevant Head's budget code on receipt of paid invoices or equivalent by the date of project completion. Successful applicants are required to submit an interim report midway through the project and a completion report once the project has been completed. Completion reports will be published on the QPO website.