# Teaching Innovation Awards: Application Form 2024 Part B

When completing this form, please refer to the [Teaching Innovation Awards Information and Guidance document.](https://www.lboro.ac.uk/services/od-hub/topics/teaching-innovation-awards/)

(Applications should be focused and to the point, amounting to no more than 3 pages)

Part A of this form is within the [Microsoft Form](https://forms.office.com/Pages/ResponsePage.aspx?id=wE8mz7iun0SQVILORFQISwuAMSYaoplNiIt0W8vlA-VUNVhFNTYzWVpDS1BJNU82OURMSlhCREIwMy4u) which asks for the general information on the project including applicant names and the award category.

This is Part B of the application which provides an opportunity to tell us more about the project and the detail of the funding you are requesting.

Save a copy of this completed document (with the file structure Surname\_First Name initial\_TIA or Inclusivity or Stemlab or DigiLab or SERP\_2023 e.g. Elliot\_S\_Inclusivity\_2024), complete the MS Form questions (later questions are revealed as you complete the MS form) and upload this file to the final MS Form question Q10 [here](https://forms.office.com/Pages/ResponsePage.aspx?id=wE8mz7iun0SQVILORFQISwuAMSYaoplNiIt0W8vlA-VUNVhFNTYzWVpDS1BJNU82OURMSlhCREIwMy4u) by **5pm 4th March 2024**.

**Project Title**

|  |
| --- |
|  |
| **Brief description of the project (150 words max, to be used in promotional material if successful)** |
|  |
| **Aims and objectives of the project** |
|  |
| **Deliverables of the project** |
|  |
| **What is the expected impact/s of the project including the benefit(s) to Loughborough students’ *academic* experience?** |
|  |
| **Duration of the project and timing of key milestones and activities to be undertaken (including start and finish)** |
|  |
| **How will you evaluate impact and success?** |
|  |
| **Risks to the success of the project** *(including probability and impact)* |
|  |
| **How do you plan to communicate the outcomes of the project? Please specify the audience(s), for example within the School, across the University, or externally.** |
|  |
| **Project personnel - School/departmental/section or support service (those that will be consulted that are not included in the project team)** |
|  |

**Breakdown of Project funding**

Using the table below, please supply a breakdown of costs for the overall project including School match funding or funds from other sources (only applicable to general TIA and Inclusivity in Teaching awards). Please include details of when the funding will be needed.

There are 2 funding windows: **May 2024 – 31st July 2024** *and* **1 August 2024 – April 2024**

|  |  |  |  |
| --- | --- | --- | --- |
| **Month and year** | **Award funding**  **(TIA etc)** | **Match Funding** | **Activity to be funded** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL** |  |  |  |

**Comments by Dean of School/ Head of Support Service or their nominee.**

|  |
| --- |
|  |

**Submit the completed form** [**here**](https://forms.office.com/Pages/ResponsePage.aspx?id=wE8mz7iun0SQVILORFQISwuAMSYaoplNiIt0W8vlA-VUNVhFNTYzWVpDS1BJNU82OURMSlhCREIwMy4u) **5pm 4th March 2024.**