



TAFE Directors Australia & AVETRA

Innovation Scholarship

Guidelines 2018



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Guidelines

TAFE Directors Australia (TDA) and AVETRA are pleased to announce the 'TAFE Innovation Scholarship' for 2018. This initiative, which commenced in 2014, aims to foster innovation in workforce development programs for enterprises.

Recipients of the scholarship will investigate innovative ways to meet new and emerging skill needs through research projects undertaken in industry or community settings. The outcomes will inform new practices and/or partnership models for TAFE and specific industry/community sectors.

The Scholarship is part of a Memorandum of Understanding between TDA and AVETRA that aims to enhance innovation and research capability in TAFE. The Scholarship supports TDA's Strategic Plan to position TAFE in competitive training markets nationally and AVETRA's strong commitment to develop research capability in the vocational education and training sector.

Principles

The broad principles of the Scholarship include:

- ✦ The research may be undertaken by a person or group of people working in a TAFE Institute in teaching or non-teaching roles;
- ✦ The research will focus on one or more of the research priorities identified by TDA and AVETRA. For 2018, these include:
 - *Innovation in teaching to develop entrepreneurial capability;*
 - *Innovation in teaching to improve youth engagement;*
 - *Innovation through applied research with industry/community;*
 - *Technological innovation in specific industry/community fields;*
 - *Innovation and change in TAFE institutes.*
- ✦ The Scholarship will provide \$4,000 towards the costs of research;
- ✦ The application will be endorsed by the applicant's TAFE Institute with a letter of support and the provision of an institute mentor;
- ✦ Recipients of the Scholarship are required to produce a final research report;
- ✦ The final draft report will be subject to peer-review and, once finalised, will be made available to AVETRA and TDA for publication;
- ✦ Recipients are encouraged to participate in AVETRA's 'Educator Hub', present their research at an AVETRA conference in 2019, and participate in the 2019 TDA national conference;
- ✦ Recipients may be required to provide consent for the use of photos and information for promotional activities including videos, interviews and media publications;

- ✦ Consideration will be given to applications with matching funds from industry or community or other tertiary institutions;
- ✦ Consideration will be given to new researchers.

Eligibility

- ✦ Applicants must be employed fulltime, part time, part-time casual or by contract in a TAFE Institute;
- ✦ The proposed research question/s must relate to the research priorities;
- ✦ The proposed project must not be part of an academic award or other research project.

Application

- ✦ Applicants are required to complete an application form (attached);
- ✦ Applications must be accompanied by a letter of support from their manager;
- ✦ The application due date is **COB 15 OCTOBER 2018**;
- ✦ Applications are to be submitted by email by the due date and time.

Selection

The scholarship winners will be selected by a panel comprised of representatives from AVETRA, TDA and TAFE Institutes. Fully completed applications will be assessed according to the following criteria:

- ✦ Relevance of the research questions to TDA/AVETRA research priorities;
- ✦ The rigour and suitability of the proposed research design;
- ✦ Letter of support from the relevant TAFE Institute including details of a mentor;
- ✦ Details of initial plans to share and disseminate research outcomes with peers.

The successful applicant will be notified by **24 OCTOBER 2018**. All applicants may request feedback on their application.

Conditions of funding

The scholarship will contribute towards costs associated with the research activity including:

- ✦ Time release from normal working duties to undertake the project;
- ✦ Attendance at relevant conferences and activities;
- ✦ Costs incurred directly related to the project such as travel, materials and resources including the production of the final report.

The successful applicants(s) will be required to:

- ✦ Provide a progress report (6 months) and a full funding acquittal on completion;
- ✦ Present at the TDA and AVETRA national conferences; and
- ✦ Submit the final report by **1 JULY 2019**.

Guidelines for the report are provided in Attachment 1.

Award

The Scholarship will consist of a certificate and a sum of \$4,000 and registration for the AVETRA conference for the successful applicant(s).

Registration for the TDA annual conference will be subsidised under 'TDA Member' category on request.

If requested, the successful applicant(s) may be appointed an experienced VET researcher as mentor to provide support during the research project.

Further Information

Further information for submissions can be obtained from:

Linda Simon, AVETRA Secretary through avetra@theassociationspecialists.com.au

Or: André Diez de Auz
Director Policy and Research, TAFE Directors Australia andre.diezdeaux@tda.edu.au

AVETRA <http://www.avetra.org.au>

TAFE Directors Australia <http://www.tda.edu.au/>

Application Form

Please complete the following application form and return by the **COB 15 OCTOBER 2018** to:

Linda Simon at avetra@theassociationspecialists.com.au

Application Form

Please complete the following application form and return by the **COB 15 OCTOBER 2018** to:

Linda Simon at avetra@theassociationspecialists.com.au

Name:

Title:

Institute:

Address of Institute

Contact Phone:

Mobile Phone:

Email:

Proposed Research Project

1. Briefly describe your proposed project (150 words).

2. Why does this topic interest you? (100 words)

3. Briefly describe your research methodology (200 words)

4. How will your project contribute to TDA/AVETRA research priorities? (100 words)

5. What research experience have you had? (100 words)

6. How will you share your research findings? (80 words)

7. Please provide details of your proposed mentor

Name:

Job Title:

Institute:

Address

Contact Phone:

Mobile Phone:

Email:

8. Proposed budget (add rows if required)

Details of proposed research costs	Amount
	\$
	\$

	\$
	\$
Total	\$

9. Proposed project plan (add rows if required)

Milestone	Date

10. I have attached a letter of support from my Institute **YES** **NO**
(Please circle)

11. Applicant Signature

Applicant Name (Please print) **Applicant Signature**

Attachment 1: Report Guidelines

Report Format

The research report should follow the following format:

- Length: 8,000 words (approximately 25 - 28 pages)
- Structure:
 - Title page (title of no more than 10 words) plus author details, date and submission to TDA/AVETRA Innovation Scholarship;
 - Abstract (maximum of 250 words);
 - Introduction (approximately 1-2 pages) that outlines the purpose of the research, the research questions and how you are going to do it;
 - Short literature review (2-4 pages) that summarises the main relevant arguments in the literature and background information;
 - Methodology (1-2 pages) that outlines what type of research you plan to use and how you will undertake it;
 - Findings and analysis (10-15 pages) - discuss what you have found in relation to the themes of the project, research questions and literature;
 - Conclusion (2 pages) – summarise the main findings and the implications for TAFE and VET practitioners;
 - References (Harvard style);
 - Appendices (if required). These might contain information about your research methods such as interview questions for example;
 - Short reflection (2 pages - see Attachment 2).

For further information about writing research papers, see:

- AVETRA Research Tools:
<http://avetra.org.au>