



Higher Education Research and Development Society of Australasia Inc

HERDSA Grant Review and Assessment Procedure

Grant Review and Assessment process

- Grant applications should be made on the HERDSA Grant application form and submitted to the HERDSA office within the advertised timeframe.
- All questions related to the project application and submission should be directed to the HERDSA office (office@hersda.org.com.au).
- Applications will be blind reviewed by three reviewers who will comment and make recommendations to support or not to support the application for funding.
- Applicants may be requested to modify the application as a result of reviewer feedback and comments. If considered necessary, the application will be returned to the reviewers for further comment and final recommendation.
- The HERDSA Executive makes the final decision on successful grants
- The applicant will be advised of the outcome in writing. Grant recipients must confirm their ability to undertake the project as approved.
- Successful grant recipients will be announced at the annual HERDSA conference (June/July) and listed on the HERDSA website.

Information for HERDSA Grant Reviewers

- All Reviewers of a HERDSA Grant must use this process and form and submit to the HERDSA office within the advertised timeframe. (office@hersda.org.com.au). Successful applicants will be notified and announced through HERDSA communications and acknowledged at the annual HERDSA conference.
- Projects must be directly related to the work of HERDSA to be eligible for a HERDSA Grant (see Grant Application Scheme document for further information). HERDSA offers grants to HERDSA members to fund research and/or development projects on teaching and learning in higher education that directly align to the mission of HERDSA, pasted in below.

HERDSA Mission: HERDSA works to:

- advance educational policy and practice in the higher education and tertiary sector,
- facilitate and promote the enhancement of teaching and learning,
- encourage and disseminate research on higher education and tertiary teaching, learning, development, research, leadership and policy matters,
- recognise and reward outstanding contributions to higher and tertiary education,
- encourage collaboration and the development of professional communities in higher and tertiary education, and
- assist its members in their ongoing professional development.

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Email: office@hersda.org.com.au – Web: <http://www.hersda.org.au>

Grant Project Dissemination Plans:

- Project outcomes must be of direct relevance to HERDSA members and must be disseminated through HERDSA activities e.g. branches, annual conference, and publications.
- Outcomes can also be disseminated in other fora and publications provided that HERDSA is promoted and acknowledged as the funding provider.

Project applications must not exceed six (6) pages and no attachments will be accepted.

HERDSA Grant Review and Assessment

Criteria

A. Project outcomes and rationale

- * Clearly articulated outcomes and a clear argument demonstrating how the project will address the HERDA mission priorities and contribute to the enhancement of learning and teaching in higher education.

B. Approach

- * A strong theoretical framework that is grounded in the literature.
- * A set of strategies which is considered, coherent and appropriate to the outcomes the project is designed to achieve.
- * An approach that is in alignment with HERDSA mission (Strategy and plans).

C. Value/need for project: Potential usefulness of the project and its outcomes to HERDSA and/or SIG activity:

- * Enhance learning and teaching,
- * HERDSA or SIG,
- * Capacity of the project to lead to further research, including external funding in the future.
- * Ways in which the project utilises and advances existing national and international knowledge/ literature.
- * Effective strategies for dissemination of outcomes.

D. Project management

- * A realistic approach to the management and execution of the project, including the preliminary allocation of responsibilities among team members.
- * Effective strategies for evaluation of the project.
- * A reasonable budget

Please assess each application on the extent to which it shows evidence of Criteria A-D using the scores:

Outstanding (5) Very good (4) Good (3) Satisfactory (2) Under-developed (1)

Provide Feedback on all 4 criteria and overall comments. (Your comments will be collated and sent back to the applicants as feedback)

HERDSA Grant Review and Assessment Form

Assessor's Name:

CRITERIA	Comments/Feedback	Outstanding (5), Very good (4), Good (3), Satisfactory (2), Under-developed (1)
<p>A. Project outcomes and rationale * Clearly articulated outcomes and a clear argument demonstrating how the project will address the HERDA mission priorities and contribute to the enhancement of learning and teaching in higher education.</p>		
<p>B. Project outcomes and rationale * Clearly articulated outcomes and a clear argument demonstrating how the project will address the HERDA mission priorities and contribute to the enhancement of learning and teaching in higher education.</p>		
<p>C. Value/need for project: Potential usefulness of the project and its outcomes to HERDSA and/or SIG activity: * Enhance learning and teaching, * HERDSA or SIG, * Capacity of the project to lead to further research, including external funding in the future. * Ways in which the project utilises and advances existing national and international knowledge/literature. * Effective strategies for dissemination of outcomes.</p>		
<p>D. Project management * A realistic approach to the management and execution of the project, including the preliminary allocation of responsibilities among team members. * Effective strategies for evaluation of the project. * A reasonable budget</p>		
Overall Comments/Feedback		

