TAFE Directors Australia/AVETRA

Innovation Scholarship 2014

Guidelines

TAFE Directors Australia (TDA) and AVETRA are pleased to announce the ‘TAFE Innovation Scholarship’. This initiative, commencing in 2014, aims to foster innovation in industry workforce development initiatives. Recipients will investigate innovative ways to meet new and emerging skill needs through projects in industry or community settings. The outcomes will inform new practices and/or partnerships models for TAFE and specific industry/community sectors.

TDA and AVETRA signed a Memorandum of Understanding in 2013 to enhance innovation and research capability in TAFE. The Scholarship supports TDA’s Strategic Plan to position TAFE in a competitive training market through research into producing high quality and work-ready graduates. The scholarship also supports AVETRA’s strong commitment to the development of research in vocational education and training nationally.

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 2014, these include:
  - Innovation in a specific disciplinary fields;
  - Innovation for improved learner engagement;
  - Innovative in workforce development partnerships;
  - Innovation in providing higher skills and qualifications for industry.
- The Scholarship will provide $6,000 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 including a short reflection on their experience
- Recipients are also required to participate in AVETRA’s ‘Practitioner Hub’ and present their research at the AVETRA annual conference in 2015;
- The final research report will be required to be made available to AVETRA and TDA for publication.
- Consideration will be given to applications with matching funds from industry or community or other tertiary institutions.
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 21 March 2014;
- Applications will be submitted by email by the due date.

Selection

The scholarship winners will be selected by a panel made up 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 28 March 2014. 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 other 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 a Poster Display as part of the TDA 2014 National Conference in Sydney (1-2 September 2014); and
- Submit the final report by 8 February 2015.

Guidelines for the report are provided in Attachment 1.
Award

The Scholarship will consist of a perpetual plaque/trophy, a certificate, a sum of $6,000 and registration for the AVETRA annual conference for the successful applicant(s). Registration for the TDA annual conference will be subsidised under ‘TDA Member’ category on request.

If required, the successful applicant(s) may be appointed an experienced VET researcher as mentor for further support during the research project.

The award will be announced at AVETRA’s annual conference (22 – 24 April, 2014).

Further Information

Further information for submissions can be obtained from:

AVETRA http://www.avetra.org.au
or
TAFE Directors Australia http://www.tda.edu.au/
Application Form
Please complete the following application form and return to: mwaters@tda.edu.au by the 21 March 2013.

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)

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9. **Proposed project plan (add rows if required)**

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10. **I have attached a letter of support from my Institute**  

(Please circle)  

YES  
NO

11. **Applicant Signature**

________________________________________  

Applicant Name (Please print)  Applicant Signature
Attachment 1: Report Guidelines

Report Format

The research report should follow the following format:

- Length: 8000 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:

Attachment 2: Guidelines for reflection.

Your reflection is required to address the following three questions:

1. What you have learned from the research process and how this has informed your work;
2. What questions arise from your research that are unanswered and could be followed up in further research?
3. What suggestions do you have for the further dissemination of your research findings so that they may inform the practice of others in TAFE?

The reflection should be no more than two pages and is included in the final word count.