**The Eden Fund for Strategic Innovation and Change**

**Applicant Guidelines 2019/20**

**Purpose of the Eden Fund for Strategic Innovation and Change**

LSE’s Eden Fund for Strategic Innovation and Change is designed to support the delivery of the education and student experience-related aspects of LSE 2030. It is targeted at all student levels. Successful project bids will be:

1. **In line with key School strategic priorities in LSE 2030 in relation to education enhancement, including those linked with NSS and TEF themes**
2. **Designed to make a sustained and measurable improvement to the quality of students' education and their related experiences**
3. **Planned and implemented in partnership with students and/or their representatives.**

Decisions on bids will be made by a panel of academic and PSS staff with relevant expertise drawn from across the School. The panel will have the facility to fund projects across multiple years, and to deliver (or withhold, pending necessary progress) funding on a phased basis, dependent on the complexity and timespan of the project.

The Eden Centre will work closely with departments to provide guidance in the application and post-award stages.

To be funded, a successful project bid will have set out in the application form a clearly defined benefit(s) profile, including the success measure(s), milestones (as appropriate to the type of project), and the method(s) and timescale of reporting against them.

Successful project holders will provide an annual update/report (maximum of two pages) to the panel of the Eden Fund for Strategic Innovation and Change. They will also be expected to develop case studies of good practice and/or undertake other dissemination activities in collaboration with the Eden Centre.

The Head of the Eden Centre will report annually to the new Education Committee.

A key aim of the Eden Fund is also to actively facilitate enhanced working relationships (guidance, support, and collaboration) between a successful department(s) and relevant expertise elsewhere in the School pertinent to the project’s requirements at any stage to completion and for project-holders to work in partnership with students on the development and implementation of their projects.

**Areas the Eden Fund is targeting**

The Eden Fund panel will consider any bid that seeks to improve education and the student experience that meets the headline criteria above.

The following strategy priority areas are suggested for applications in 2019/20, which will be particularly welcomed:

* **Enhancing community, belonging and inclusion**

*Creating a truly inclusive environment for all students is a key strategic priority of LSE2030. The Eden Fund welcomes applications for projects directed at building the sense of intellectual and social community and inclusion for students at the School. This might include initiatives directed at students within a particular department, for non-department (‘outside’) students (i.e. students on joint programmes or who take courses in other departments) or across academic departments more generally. It might involve the development of collaborations with the SU and / or student societies, or building links with alumni, industry partners, policy-makers and/or other HE institutions, or the development of other community-building activities such as through volunteering. Applicants are encouraged to consider opportunities for building community among staff and students as well as within the student body in both face-to-face and online environments. Applications that set out to make the experiences of students on joint programmes more ‘connected’, for example by creating bespoke core courses, academic mentor groups and/or peer study groups for students throughout each joint degree, are particularly welcome.*

* **Excellent research-rich education** *Embedding enquiry and research-based activities at every level of the curriculum is a key strategic priority of LSE2030. The Eden Fund welcomes applications for projects directed at building opportunities for students to experience all aspects of the research process including:*
  + *Learning about different research methods,*
  + *Developing the critical skills needed to become independent investigators including data analysis,*
  + *Having the opportunity to undertake research as individuals or in groups, and*
  + *Presenting their findings to internal and external audiences for example through student conferences and online publications.*

*Application are also welcome from colleagues interested in exploring possibilities for redesigning contact time in order to enhance student learning. This could include ‘flipping’ lectures by creating recordings that students can watch before the face-to-face session, thereby opening up more class time for active debate, critical enquiry and/or applied workshop activities.*

* **Enhancing approaches to assessment and feedback**

*Further to the undergraduate review process of 2017-2018, designing an effective assessment mix for students across a programme of study without over-assessing them remains a key priority of the School. The Eden Fund encourages applications from programme teams interested in taking a programme-level approach to achieving an appropriate mix of assessments through processes of review, diversification and streamlining. A programme-level approach to assessment enables students to develop a varied range of disciplinary and transferable skills and knowledge bases without overburdening them with too many assessment points. Possible areas for diversification might include developing new assessment methods that enable students to become creators and producers; introducing new methods that enable students to communicate their knowledge in different ways to different audiences (for example through case studies, policy papers, blog postings, posters, etc.), perhaps leading to the development of a Showcase Portfolio, and/or enabling them to develop new digital skills and data visualisation techniques. This might also include developing innovative means of providing feedback, for example via audio files or new approaches to online feedback, and to promoting students’ active engagement with feedback as they continue their studies.*

***Please note:***

* *The above themes are illustrative only: alternative ideas will all be considered on their merits*
* *Taught postgraduate programmes and undergraduate programmes are all in scope*
* *Initiatives relating to research students, such as schemes that develop them as an inclusive cohort of mentors and teachers, will also be considered*
* *Applications are particularly welcome from colleagues interested in developing and innovating through the use of technology.*

**Applying for the Eden Fund**

1. Applications should be made by submitting a completed application form by email to Claire Gordon ([eden@lse.ac.uk](mailto:eden@lse.ac.uk)) before 12:00 midday on the date of the relevant application deadline, as outlined in the schedules below.
2. Applications from individuals and groups will be accepted, including bids made with other departments, with divisions, with the SU, and / or with another partner as appropriate. Initiatives that seek to foster a collaborative approach to project design and delivery will be particularly welcomed.
3. Applications should outline how proposed projects have been planned with students and or/their representatives and how they will be involved in the project implementation.
4. Applications should demonstrate maximum impact on LSE students, demonstrating how completed projects will *embed* the new developments so that they improve the experiences of future students.
5. The Eden Centre will be able to provide advice if required, and facilitate linkages to other parts of the School as pertinent to delivering the project.
6. All administrative and resource requirements for the successful delivery of the proposal should be considered and must be outlined in the application form, including where existing budgets will be used, or where any other funds are being applied for.
7. All applications must have a named lead (Project Lead) who will be the main point of contact between the Eden Centre and the project team.
8. The lead contact will also be responsible for producing an annual update at the end of each academic year (maximum 2 pages) and a final report at the end of the project if the project extends beyond one year (maximum 2 pages).
9. All applications must have detailed budget plans. Projects that span more than one year must have the costs broken down per year.
10. The lead contact is also responsible for consulting HR, when employing project staff, to ensure recruitment is carried out in accordance with the relevant HR policies and procedures.
11. Where appropriate additional colleagues from Professional Service Divisions or other academic departments may be attached to successful applications to share expertise and provide support with delivery.
12. All successful applicants must agree to basic information sharing within the School, including, but not limited to, the dissemination of any updates, impact assessments, case studies/good practice guides/lessons learned/stories and blog posts that may come out of the proposed activity.
13. In certain circumstances, out of cycle applications, which are closely aligned with LSE strategic priorities, will also be welcomed.

This information can also be found, along with the downloadable guidelines and application form, on the Education Funding web page. [<https://info.lse.ac.uk/staff/education/Funding>]

**Process for 2019/20**

Panel One

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| **Activity** | **Date** | **Responsible** |
| Launch | Mid-September 2019 | EC |
| Application deadline | Midday Wednesday 23 October 2019 | Applicants |
| Selection panel event | 6 November 2019 | All members |
| Applicants notified of decisions | 8 November 2019 | EC |
| Follow up with project leads to discuss financial management and reporting | December 2019 | EC, Finance Division |
| End of academic year progress report from project to Eden Fund | ST2020 | Award holders |
| Annual projects’ progress report from EC to Eden Fund panel and Education Committee | ST 2020 | EC |

Panel Two

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| **Activity** | **Date** | **Responsible** |
| Launch | December 2019 | EC |
| Application deadline | Thursday 30 January 2020 | Applicants |
| Selection panel event | 10 February 2020 | All members |
| Applicants notified of decisions | 12 February 2020 | EC |
| End of academic year progress report from project to Eden Fund | ST2020 | Award holders |
| Annual projects’ progress report from EC to Eden Fund panel and Education Committee | ST 2020 | EC |

Decision-making

* All selection panel members are eligible to advise on applications, including on how funds should be allocated for a successful project, and against what criteria for phased allocation.
* Members will vote on applications except where they are also applicants in which case they will not be eligible to vote.
* The Pro-Director Education will make the final decision based on the recommendations of the panel.