



<b>P- 030</b>	<b>Policy for Ako Aotearoa Good Practice Publication Grants Scheme</b>	
<b>Responsibility:</b>	<b>Research Manager Ako Aotearoa</b>	<b>Effective: February 2011 Review date: December 2011</b>
<b>Related documents</b>	<p>GPPG-1 Ako Aotearoa Good Practice Publication Grant Guidelines 2011</p> <p>GPPG-2 Ako Aotearoa Good Practice Publication Grant Application form 2011</p> <p>GPPG-3 Ako Aotearoa Good Practice Publication Grant Funding Agreement 2011</p> <p>GPPG-4 Ako Aotearoa Organisational Good Practice Publication Grant Guidelines 2011</p> <p>GPPG-5 Ako Aotearoa Organisational Good Practice Publication Grant Application Form 2011</p>	
<b>Policy approved by Ako Aotearoa Board:</b>	<b>3 June 2009</b>	
<b>Policy updated 2010:</b>	<b>19 May 2010</b>	
<b>Policy updated 2011:</b>	<b>8 May 2011</b>	

## A. Policy

- 030.1 The “Ako Aotearoa Good Practice Publication Grants Scheme” is managed by Ako Aotearoa National Office. This scheme is designed to celebrate and share proven good teaching and learning practice across the tertiary education sector.
- 030.2 The budget for the scheme will normally be \$150,000 per annum, or as determined by the Ako Aotearoa Board. The Board may, from time to time, as advised by the National Office, set priorities for funding under this scheme.
- 030.3 The Scheme will have two streams. The individual/group Good Practice Publication grants stream (the general scheme) will support individual practices undertaken by a practitioner or project team. The Organisational Good Practice Publication Grant stream will support publications relating to a suite of practices operating at an organisational-wide level.
- 030.4 To be considered an ‘organisation’ the strategies should involve either the whole organisation, or, for larger organisations in particular, an operational unit within that organisation that offers a portfolio of programmes or services (e.g. a teaching department, college, faculty, learning support centre, or library). For general guidance, an organisational unit within a larger organisation should comprise a minimum of 10 full-time equivalent staff to be considered for this stream of the awards.

- 030.5 Individual grants will normally be around \$3,000 (against an approved budget) for a written account of the practice, with up to \$5,000 being available for a multi-media presentation, made to a professional standard. Organisational Publications will normally be in the form of either a 2000 word summary accompanied by a digital video or multi-media presentation to a 'professional standard' of up to 10 minutes in length, or a 5000 word report with a brief executive summary. Organisational Grants will normally be around \$10,000 (against approved budget).
- 030.6 A key principle of the fund is that it is as inclusive as possible and that it should be actively promoted to all Ako Aotearoa stakeholders. Individuals/groups are encouraged to apply from any part of any organisation engaged in tertiary education or training. Organisational applicants from across the tertiary sector will also be encouraged to apply; any recognised tertiary education organisation in New Zealand will be eligible to apply.
- 030.7 Ako Aotearoa Regional Hubs will encourage applications from across the breadth of the tertiary sector and look to ensure that active support is in place for proposal development and progressing projects where applicants are inexperienced.
- 030.8 Applications must be endorsed by their employing organisation.
- 030.9 Decisions on awards will be made by staff of Ako Aotearoa National Office, with advice as appropriate.
- 030.10 Ako Aotearoa will set in place processes to avoid real or perceived conflicts of interest in the allocation of funds. In particular, Regional Hub staff involved in supporting applicants in developing specific applications will not be involved in the evaluation of that application.
- 030.11 The grants scheme will operate against specified closing dates (up to three annually). Each stream will have separate closing dates throughout the year. No more than three applications originating from the same employing organisation will be considered in any one funding round for the individual/group stream. Only one application can be submitted per organisation for the organisational stream.
- 030.12 Ako Aotearoa does not undertake to fund any or all projects submitted.
- 030.13 The decision of Ako Aotearoa on whether a project is or is not funded is final. No appeals are allowed.
- 030.14 In the event of a project application being declined, specific feedback will be provided to unsuccessful applicants with a view to assist them in making future applications.
- 030.15 Grants for approved applications will be paid to the host organisation on receipt of a signed funding agreement confirming the budget and time-lines for the completion of the work.
- 030.16 An up to date register of applications and grants made, with the expected submission dates for material will be maintained by the Ako Aotearoa National Office.
- 030.17 Ako Aotearoa reserves the right to request repayment of the grant and/or not to consider further applications originating from organisations where the conditions of previously awarded grants have not been fulfilled. The final decision is to be made by the Director, Ako Aotearoa. Any such decisions will be advised to the Board.