**Swansea University SLATES Project**

**Application Form**

|  |  |
| --- | --- |
| Student name |  |
| Course name |  |
| Year of study in Sept 2020 |  |
| Course end year |  |
| Student number |  |
| Email |  |
| Phone number |  |

|  |  |
| --- | --- |
| Staff member name |  |
| Job title |  |
| Department |  |
| Email |  |
| Phone number |  |

**Project details**

|  |  |
| --- | --- |
| Project name |  |
| Project location | Singleton / Bay Campus |
| Project start date  | Teaching block 1 / 2  |
| Project end date  | Teaching block 1 / 2 |
| Briefly pitch your project: (no more than 250 words)  |
|  |
| What will be the aim of your project? What are 3 key objectives of the project? |
|  |
| How will the project benefit learning and teaching? |
|  |
| How will you measure benefit? |
|  |
| What resources are required? |
| *\*money/time/support/ people/venue (including additional staff time)\** |
| Please give an estimate of expected costs below of up to £500: |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Total |  |

|  |
| --- |
| Do you anticipate any risks? (Health and Safety, Research ethics, GDPR etc)  |
|  |
| Is this replicable elsewhere in the University? |  |
| Please give an example: |
|  |

|  |
| --- |
| What was the starting point for this project? Where did the idea come from?  |
|  |
| You will attend **an initial planning meeting** with the supporting project officer should your submission be successful |  |
| You will attend occasional **project progress sessions** with the supporting project officer |  |
| You will attend an **evaluation workshop** to close the project |  |
| You will attend a **dissemination of information event** |  |

**Checklist**

|  |  |
| --- | --- |
| I have filled in all contact information |  |
| I have filled in all project details  |  |
| I have contacted project officers with any additional questions (if required) |  |
| I have worked with and have sign off from an academic staff member |  |
| I have attached supporting documents |  |
| I have signed the submission form / digital signature  |  |

**Supporting Documentation**

You are welcome to attach up to 2 pages of supporting documentation.

|  |  |
| --- | --- |
| Have you attached supporting documentation?  | Yes / no |
| How many pages have you attached? | 0/1/2 |

**What happens next?**

Thank you for your submission.

Your project proposal will be reviewed by a panel and you will be contacted by one of the project team within four weeks of the closing date to let you know if you have been successful in your application.

Should you have any questions in the meantime please do not hesitate to get in touch with Natalie Hudson on 01720 602266, N.L.Hudson@swansea.ac.uk