



UMEÅ UNIVERSITET

PUNKTUM 2017

Pedagogical development for curiosity and creativity at Umeå University -PUNKTUM

The purpose and aim of the 2017 call for applications

The call for proposals aims to stimulate pedagogical innovation and increase the long-term pedagogical development of the home department or programme. Funds can be applied for, for example, to develop new teaching methods, educational models, e-learning, to enhance the quality of an existing course or an existing programme and to increase educational collaboration within or outside the university.

Important dates

Final application date: 18 August, 2017 kl. 24:00

Date for decision on project funding: 30 September 2017

Date for start of projects: 2 January 2018

With reservation for changes.

Background

From 2008 to 2011 the Flex project at Umeå University funded a number of development projects with a focus on online/flexible courses. In order to continue to promote pedagogical development at Umeå University the University Board decided to perpetuate these funds and to include all forms of course delivery. The funds are managed and distributed by the Centre for Educational Development (UPL) at Umeå University, and will be used for projects whose aim is to promote the development of creative and flexible approaches to learning and learning environments at Umeå University.

Application

All units providing undergraduate education at Umeå University may apply for funding from Punktum. Since Punktum funds come from the university's funding for undergraduate education only projects that are directed toward undergraduate education at Umeå University can be granted project funds¹. You can find templates for project application and budget at the foot of the page.

Applications for funding must contain clear and concrete issues and describe the purpose of the project. In addition, the project application should describe measurable goals and the activities that will be undertaken to achieve these goals. The application must also describe the effects that the project is expected to have. Both large and small projects are welcome to apply although the maximum amount granted is 250 tkr. During the project period, the wage costs of members of the project are paid by UPL. As a result, only wage costs can be included in the requested project budget. Other expenses such as purchases of books, technology, travel and / or conference participation will not be granted. The home department or programme is expected to co-finance the project by covering the cost of the teacher's / teachers' work space and other operating costs during the project period. The project application must contain an accurate budget in accordance with the template to be found at the foot of this page. Transfer of half of the amount decided can be requested in advance and final regulation of the second

¹ No projects at the graduate level or within commissioned courses can be considered.



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half will be settled after completion of the project, when the final report is submitted and approved.

After completion of the project a final report which includes an evaluation of the project shall be submitted and the project results reported at Umeå University's pedagogical conference or other appropriate university educational conference. All final reports will be published on the Punktum webpage and included in an anthology of projects.

The application must be signed by the Head of Dept. or Unit. If the application includes development work within the framework of a programme then it shall also be signed by the chairperson of the program committee.

Applications should be signed, scanned and sent electronically to the Registrar via the following email address: medel@diarie.umu.se. In the subject line of the e-mail please state the reference number FS 2.1.6-756-17. The original version of the application signed by Head of Department and/or programme chairperson must be sent by internal post to the Registrar, Umeå University and received no later than 24:00 hrs, August 18th, 2017.

If you wish to discuss your project application with representatives of PUNKTUM at Umeå University, then workshops can be organized for this purpose. Contact Claire Englund (claire.englund@umu.se) to book a meeting.

Funding may be used within 2 years after the project has been approved. If the project is delayed for any reason, an application for extension of the project period must be applied for no later than three months before the end of the project. A restrictive approach is applied for extension and is granted in principle only when circumstances beyond the control of project participants such as sick leave etc exist. Unused funds after the project's planned termination, will be returned to UPL for re-distribution if no extension has been sought and granted within the deadline.

Assessment process and assessment criteria

Applications submitted are assessed by the project assessment team consisting of representatives from all faculties and the teacher training college. The final decision on the allocation of project funds is taken by the steering committee for UPL.

Project applications are evaluated and ranked based on the following criteria:

- The project has clear and specific goals that are evaluable
- The project describes the activities that will be implemented and how they are expected to lead to the desired goals
- The project describes the effects that the project is expected to have for the educational activities of the department or programme
- The project has a collective expertise and an appropriate methodology and approach.
- At least one teacher who has been awarded pedagogical merit is associated with the project.
- The project plan is realistic in relation to the schedule and budget
- A detailed description of the evaluation process included, stating how and when the project will be evaluated

Timetable

² If assistance is needed in finding a pedagogically merited teacher, please contact Claire Englund. See contact information above.



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The schedule for the application process is as follows:

Application Workshops: by appointment

Application deadline: August 18th, 2017 at. 24:00

Planned deadline for a decision on funding: September 30th, 2017

Planned earliest date of project: January 2nd 2018, subject to changes.

Application Workshops provide an opportunity to discuss applications with members of the Punktum working group at Umeå University. Time for such a reservation can be booked via Claire Englund, claire.englund@umu.se

Applications should be signed, scanned and sent electronically to the Registrar via the following email address: medel@diarie.umu.se. In the subject line of the e-mail please state the reference number FS 2.1.6-756-17. The original application must be signed by the department head and/or programme chairperson and sent by internal post to the Registrar, Umeå University to be received no later than 24:00 hrs, August 18th, 2017.