

TLU/AnSEO Combined Funding Call

2026-27 Application Form Template

Closing Date: Friday, 29th May 2026

***Have you an idea to improve the MTU Teaching, Learning, Assessment experience?
Would you like the opportunity to trial an initiative to enhance Student Engagement?***

The Teaching & Learning Unit (TLU) and AnSEO – The Student Engagement Office are now inviting applications from faculty/schools/departments/central services for funding, of up to €2000, to develop projects that positively impact on teaching, learning, assessment, and student engagement (TLASE).

For any queries or discussion, contact:

- TLU strands:
 - Prof Jim O'Mahony, TLU - jim.omahony@mtu.ie
- AnSEO strand:
 - Róisín O'Grady, AnSEO - roisin.ogrady@mtu.ie

Draft purposes only

Please note we will not accept direct submissions using this template. This template has been developed to help with the preparation of applications prior to submission. To submit an application you need to use the [online version of this application form](#).

Section 1 - Lead Applicant Details

The Lead Applicant is defined as the lead for the proposed project.

They will:

- Have overall responsibility for delivery of the objectives of the project
- Serve as the primary point of contact for TLU/AnSEO regarding the proposal, during the review process, and if successful, during the course of the funding awarded.
- Be responsible for submission of interim/final reports as necessary to TLU/AnSEO.
- Have primary fiduciary responsibility and accountability for completing the project within the funding limits awarded and in accordance with the terms and conditions of MTU Finance Office policy <https://finance.mtu.ie/>

1. First Name: Please enter the first name of the lead applicant	
2. Last Name: Please enter the last name of the lead applicant	
3. Email Address: Please enter the email address of the lead applicant	
4. Home Department/Unit: Please indicate the home department/unit of the lead applicant	

Section 2 - Funding Stream

There are three funding streams available:

1. [TLU Learning Community Fund](#) - for groups of like-minded individuals to meet and learn together, sharing ideas through workshops, conferences or resource development
2. [TLU Teaching and Learning Development Fund](#) - for projects that seek to enhance any aspect of Teaching and Learning experience
3. [AnSEO Transitions at MTU Fund](#) - for projects that impact any aspect of transitions that students experience (adjusting socially/academically into first year; settling into second, third or final year of their studies; moving from undergraduate to postgraduate study; departing to/returning from periods of work placement to full time study; adjusting from employment into full-time or part-time study)

If you have any queries or would like to discuss your application prior to submitting, then you can contact:

- TLU Strands:
 - Prof Jim O'Mahony, TLU – jim.omahony@mtu.ie
- AnSEO Strands:
 - Róisín O'Grady, AnSEO – roisin.ogrady@mtu.ie

5. Funding Stream Applicable:

Please indicate the funding stream most applicable to your application:

- TLU Learning Community Fund (**go to section 3**)
- TLU Teaching & Learning Development Fund (**go to section 4**)
- AnSEO Transitions to MTU Fund (**go to section 4**)
- Unsure (**go to section 4**)

Section 3 - TLU Learning Community Fund

(Complete this section if applying for TLU Learning Community Fund only)

Learning Communities (LCs) facilitate the exchange of good teaching & learning ideas and practice amongst members and across the university, provide a platform for professional discussions and sharing of practices while also enabling members to influence future continuing professional development (CPD) offerings and inform emerging TLU plans and activities. In summary, we consider a LC to be an "ongoing process in which educators work collaboratively in recurring cycles of collective inquiry and action research to achieve better results for the students they serve" (<http://www.allthingsplc.info>).

6. Learning Community Status

Please indicate the status of the learning community for which you are seeking funding:

- Existing Learning Community, i.e., received TLU Learning Community Funding at least once previously (**go to question 7**)
- New Learning Community, i.e., never received TLU Learning Community Funding previously (**go to question 15**)

7. Learning Community Applicant

Please indicate which existing learning community you are making this application on behalf of (LC Number-LC Lead Name-Description)

8. Learning Community Activities 2025-26

Please provide a brief description of your learning community's activities during the 2025-26 academic year (max. 300 words)

9. Learning Community Staff Impact 2025-26

Please indicate the approximate number of staff positively impacted as a result of the work of this learning community during the 2025-26 academic year.

- >0 and <=5
- >5 and <=10
- >10 and <=15
- >15 and <=20
- >20
- Other

10. Learning Community Student Impact 2025-26

Please indicate the approximate number of students positively impacted as a result of the work of this learning community during the 2025-26 academic year.

- >0 and <=25
- >25 and <=50
- >50 and <=75
- >75 and <=100
- >100
- Other

11. Learning Community Feedback/Testimonials 2025-26

Please provide any feedback/testimonials from staff and/or students about the work of this learning community during the 2025-26 academic year (max.300 words)

Please Note

- All feedback/testimonials provided should be anonymised.
- Consent should be sought from staff and students, either verbally or non-verbally, before sharing anonymised feedback/testimonials with TLU/AnSEO.

12. Learning Community Outputs 2025-26

Please upload copies of any outputs, e.g. photographs/videos of events, resources developed, etc., that relate to this learning community produced during the 2024-25 academic year.

Please Note

- For any pictures/videos submitted consent should be sought from those involved, either verbally or non-verbally, to share these materials with TLU/AnSEO.

13. Learning Community Funding Required 2025-26

Please indicate if your learning community requires funding in the next academic year

- Yes - funding is required ([go to question 14](#))
- No - not for the 2025-26 academic year ([go to section 9](#))
- No - funding is not required as this learning community is no longer viable ([go to section 9](#))

14. Learning Community Update 2025-26

For the 2025-26 academic year, if there have been substantial changes since your last application for funding, please provide updates around your learning community's:

- Membership details
- Aims/objectives

([go to section 6](#))

15. Learning Community Type

Please indicate the type of learning community that you intending to establish

- Academic Department Level, i.e., involves only staff from your own department
- Academic School Level, i.e., involves only staff from your own school
- Academic Interdisciplinary, i.e. involves staff from multiple disciplines across the university
- Central Services, i.e. involves professional management support staff
- Other

16. Learning Community Membership Details

Please include the name and email address of each staff member who will be involved in this Learning Community together with their home department/unit and campus, if different from that of the lead applicant

17. Learning Community Aims/Objectives

Please indicate the broad aims/objectives of the proposed Learning Community for the 2025-26 academic year (max. 300 words)

18. Learning Community Operational Plan

Please outline a broad plan on how you intend to operate and sustain the Learning Community for the 2025-26 academic year (e.g. how you plan on achieving your objectives, frequency of meetings, operational structure, etc.)
(max. 300 words) **(go to section 6)**

Section 4 - Project Team Details

(Complete this section if not applying for TLU Learning Community Fund)

In this section, we are asking you to provide details of the team that will be involved in bringing this proposed project to fruition. The team can be a combination of any or all of the following:

- staff/students from your own department
- staff/students from other departments

Don't worry if you haven't previously been involved in teaching and learning/student engagement related projects, we actively encourage applications from all areas of the university.

19. Project Type

Please indicate the project type:

- Inter/Cross-Departmental (**go to question 20**)
- Single Department (**go to question 21**)

20. Other Departments Involved

Please indicate the other departments involved in this project

21. Staff Team Members

For each staff team member in this project, please include at a minimum their name and email address but also include their department and campus if different from that of the lead applicant

22. Student Collaboration

We encourage the inclusion of students in projects and there are a variety of roles in which students can collaborate on a project, as follows:

- Feedback Providers - using focus groups/questionnaires (online/paper-based) to gather data/opinions from a cohort of students on their learning experience
- Consultants - using workshops to gather thoughts/ideas/opinions about a defined topic/area that is to be developed/enhanced
- Partners - working as equals with staff on a defined project with an agreed brief and time-frame

Will students be collaborating on the work associated with this project?

- Yes (**go to question 23**)
- No (**go to section 5**)

23. Student Collaboration Role

Please describe the role(s) you perceive students will play in this project
(max. 300 words)

Section 5 - Project Details

(Complete this section if not applying for Learning Community Fund)

In this section, we're looking for the details of your proposed project, i.e.:

- title
- brief outline
- potential outputs

24. Project Title

Please enter the title of your proposed project

25. Project Outline

Please provide a short outline of the type of work you intend to undertake:
(max. 300 words)

26. Proposed/Anticipated Outputs

Please describe briefly what outputs may be generated or delivered as a result of the proposed project (max. 300 words)

Section 6 - Budget Details

Please provide a detailed outline of your proposed budget - all spending must be in line with MTU Finance Office policy <https://finance.mtu.ie/>

Indicative awards of up to €2000 will be allocated to each successful project. Applicants may apply for larger amounts but such requests will have to be strongly justified. Additional contributory funding from Departments/Schools/Faculty/External Partners is encouraged where available and appropriate. Please include suitable categories to accurately reflect your funding requirements.

27. Project Funding Status

Is the proposed project part of additional work being funded elsewhere, e.g. TSAF, PATH, SATLE, etc.:

- Yes (**go to question 28**)
- No (**go to question 29**)

28. Project Funding Status Description

Please describe briefly what other funding streams are being accessed for which the proposed project is part of, i.e., summary of body of work, funding stream accessed, amount of funding received.

29. Student (€) If applicable, please enter the amount required in euros otherwise, please enter 0.		30. Student Description If applicable, please enter a brief description of this budget spend otherwise, please enter N/A.	
31. Equipment (€) If applicable, please enter the amount required in euros otherwise, please enter 0.		32. Equipment Description If applicable, please enter a brief description of this budget spend otherwise, please enter N/A.	
33. Materials (€) If applicable, please enter the amount required in euros otherwise, please enter 0.		34. Materials Description If applicable, please enter a brief description of this budget spend otherwise, please enter N/A.	
35. Travel (€) If applicable, please enter the amount required in euros otherwise, please enter 0.		36. Travel Description If applicable, please enter a brief description of this budget spend otherwise, please enter N/A.	
37. Miscellaneous (€) If applicable, please enter the amount required in euros otherwise, please enter 0.		38. Miscellaneous Description If applicable, please enter a brief description of this budget spend otherwise, please enter N/A.	

39. When Funding is Required

Funding can be made available for one of the following periods:

- Semester 1, 2026-27 Only
- Semester 2, 2026-27 Only
- Semester 1 & 2, 2026-27 Only

Depending on when funding is applied for, all associated spending must be completed as follows:

- Semester 1, 2026-27 applications – 31st January 2026
- Semester 2, 2026-27 applications – 31st August 2026
- Semester 1 & 2, 2026-27 applications – 31st August 2026

Please indicate when the above funding is required to support the work to be carried out.

Section 7 – Head(s) of Department/Function Support

In this section, you will indicate if the application has support from the relevant Head(s) of Department/Function.

40. Head(s) of Department/Function Support

Please indicate if your Head of Department/Function has read and approved this application.

- Yes, my Head of Department/Function has read and approved this application.
- No, my Head of Department/Function has not read and approved this application.

41. Head(s) of Department/Function Email Addresses

Please enter the email addresses of the Head(s) of Department/Function of staff included in this application. These Head(s) of Department/Function will receive notification if the application is successful.

Section 8 – Acceptance of Funding Commitment



42. Lead Applicant Commitment

I, as Lead Applicant on this project, agree to the following terms and conditions should this application be successful:

- All project spend will be in line with MTU Finance Office policy <https://finance.mtu.ie/>
- To provide a short activity report (with photographs, testimonials, copies of promotional materials etc.,) following completion the project funded, a template of which can be found here: <https://tlu.cit.ie/tlu-anseo-combined-funding-call-project-report-2025-26>
- To disseminate ideas, good practice/outcomes and capture feedback/impact of the project
- To acknowledge the use of TLU/AnSEO Funding by inclusion of the text below on any resources connected to/developed as part of this project together with the relevant logo from above, a high-resolution/print version of which can be obtained by contacting tlu_team@mtu.ie

“This is a <<insert funding stream name here>> project supported and sponsored by the Teaching & Learning Unit and AnSEO – The Student Engagement Office, Office of the Vice President Academic Affairs & Registrar, MTU Cork Campuses in partnership with the Department of <<insert your Department name here>>.”

Section 9 – Additional Information

43. Additional Comments

Please use this space to provide any additional information/comments that may be useful to the TLU/AnSEO teams when evaluating this proposal.