



FETL Fellowships 2017 - Guidance

FETL encourages the *leadership of thinking* across and about the FE & Skills system in the UK. For us, this means being able to focus beyond the immediate horizon, and to envisage the challenges to, and opportunities for, the sector of the future. Our Fellowships are key for us in being able to support the development of this thinking within and across the system.

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Fellowship requirements

Before application

To be eligible to apply for a fellowship you need to:

- apply as an individual;
- be resident in the UK for the period of the fellowship;
- be operating within the FE sector in the UK;
- be supported in your application by your employer or if self-employed an appropriate sponsor organisation;
- be able to commence a Fellowship in Spring 2017;
- be available to attend if invited to present to the Funding Committee on **27th March 2017**;
- agree to the [conditions of grant funding](#) personally; and
- have the agreement of your employer/sponsor organisation to the terms of grant.

During the Fellowship

During the Fellowship period, FETL expects you to:

- develop a more detailed research plan, including research support needs and a dissemination / impact plan;
- register with our academic partner, UCL Institute of Education and attend an orientation day;
- attend a minimum of 4 days professional networking and research support provided by the UCL Institute of Education;
- engage with the press and the sector to increase awareness of FETL's fellowships and to disseminate your work;
- work with FETL's impact evaluators;
- contribute to the developing network of FETL Fellows;
- conduct your research professionally and to the timescales agreed;
- produce a 5,000 word research report / journal article and a 1,000 word abstract / summary of the research; and

- produce other outputs as agreed from your proposal.

Maintaining your Fellowship

To stay in good standing as a FETL fellow we ask you to support future fellows and the ongoing dissemination of your research. This could take the form of mentoring future fellows, presenting at relevant events, or writing further pieces of work connected to your research and which FETL will assist you to disseminate.

Support provided to Fellows

FETL fellowships are supported by our academic partner, UCL Institute of Education. Fellows will need to enrol with UCL Institute of Education to access the academic library and research methods support available as part of this programme. The cost of this will be met by FETL.

At the beginning of the Fellowship you will complete a self-assessment of your academic research skills, so that UCL Institute of Education can best tailor their support to you. You will also attend an orientation day at UCL Institute of Education as part of the professional networking and research support that they provide. This will also include access to library materials and a series of five full day development sessions throughout the period of the fellowship, as well as additional online support from experienced research colleagues.

Project management support and guidance is provided by FETL.

Fellowships funding and themes

Funding

Fellowship applicants can apply for an award of up to £50,000. Funding will generally be split into two payments of 50% each. The first will be made upon

completion of the induction process, and the second on satisfactory completion of the project.

For Fellows in employment, the individual's funding will generally be paid to their employer. For self-employed applicants it will be paid to the sponsor organisation, which could be a client or a recognised body or institution within the sector. No funding is granted to the individual directly.

The funding is intended to cover costs associated with the research. In considering your request, you may want to take into account the time to be spent on the research, travelling costs and any additional expenditure required to complete the project. Please also consider what we will and won't fund as set out below.

What we will fund

- academic and practitioner based research;
- fresh innovative and visionary ideas; and
- projects which build the body of knowledge for the Further Education & Skills sector.

What we won't fund

- events, training or service delivery – we do not deliver services to the Further Education & Skills sector;
- capital expenditure - the infrastructure must be in place to carry out your project;
- activity that has already been agreed or received funding from other sources; and
- activity where the applicant has not demonstrated that they have the skills, experience and knowledge to carry out the project.

Whilst applicants can learn from international best practice, we don't fund projects unless the ultimate focus and priority is clearly for the benefit of learners and the

FE & Skills system in the UK.

Themes

FETL encourages the *leadership of thinking* across and about the FE & Skills system in the UK. For us, this means being able to focus beyond the immediate horizon, and to envisage the challenges to, and opportunities for, the sector of the future. Please see the FETL [website](#) for our publications and thinkpieces.

Application process and key dates

This round of Fellowship applications is open until **midday on 28th February 2017**. Applications can be made via our website from 1st to 28th February and you can save and return to your application once started. All applications must be received by then to be considered and you are advised to submit your application ahead of the deadline in case of any difficulty or delay. We will let applicants know if they have been shortlisted by **17th March 2017**.

Those shortlisted will be invited to present their proposal to the FETL Funding Committee on **27th March 2017** in London. You must be available to attend on this date to be considered for a Fellowship as part of this round. If selected you will be asked to give a brief presentation of your proposal (10 minutes maximum) after which the Committee will ask you questions.

We will advise applicants if they have been awarded a Fellowship (subject to due diligence and a completed funding agreement) by **7th April 2017**. Successful applicants will be required to provide additional information to enable FETL to validate that the organisation receiving funds is financially sound; to draw up a funding agreement including agreed timescales and outputs; and to make payments. A Fellowship is only confirmed at the point the agreement has been signed by all three parties.

Start and end dates for the Fellowship will be agreed as part of the award process but all applicants for this round of Fellowships will be expected to start in Spring 2017. There is opportunity in the application form to propose particular working approaches (e.g. full-time or part-time approaches). The optimal period for a Fellowship is 6-9 months.

How do I apply?

Please read this guidance in full, before submitting your application online. You can apply via our website; www.fetl.org.uk starting from 1st February 2017.

You will be required to answer the following questions:

- What is the theme of your research, and how does it help take forward the leadership of thinking in FE and Skills?
- Why does this topic particularly interest you?
- How do you propose to approach the research?
- How do you plan to disseminate your research?
- What do you expect the FETL Fellowship to entail, both during and after the project?
- You will also have the opportunity to provide other information you feel may support your information.

Further questions?

Please call 0203 637 0977 to arrange a telephone discussion.