



Charles Sturt  
University

Teaching Academy

# Educator Development Grant -2026

## GUIDELINES



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# Introduction

In 2026, the Charles Sturt University Teaching Academy offers an annual Educator Development Grant to support scholarly activities in learning and teaching, that enable staff to maintain and extend their currency in learning and teaching (in alignment with the [Academic Staff Qualifications and Expectations Procedure](#), clause 46) and career development.

Staff intending to apply for an Educator Development Grant in any given year are advised to discuss their intentions with their supervisor in the context of the annual performance planning (Performance Planning Development and Review) process.

## Grant value and scope

In 2026, up to \$2,500.00 is available per applicant/team to support a range of scholarly activities in learning and teaching that are sufficiently different to business-as-usual activities and not covered by existing workload allocations:

- Professional development in learning and teaching/pedagogical practices (e.g. courses, seminars, conference etc),
- Small-scale projects related to any area of learning and teaching, and involving design, development, implementation, evaluation or research. Funding can be used to cover salary costs for project/research assistants, costs associated with data collection or analysis, costs of resources/materials required for the project, costs related to resource development; costs associated with participant incentives,
- Dissemination of scholarly work/research in learning and teaching. Funding can be to cover conference registration and attendance costs, article publication charges for a peer reviewed journal, costs associated with developing a website, digital resource, or podcast, costs associated with running a workshop/seminar.
- External collaboration or partnership activities related to learning and teaching

## Eligibility criteria and conditions

- Both individual and team applications are accepted. In both cases, the main applicant must be an academic staff member. Team applications can include professional staff members.

- Main applicant:
  - Must be a CSU continuing or fixed term staff member (fixed term contract must be valid for duration of grant period and extend at least until the completion of all grant activities, including final reporting)
  - Must have a Teaching function and be engaged in direct teaching or educational leadership e.g. Course Director, Associate Head (learning and Teaching) etc
  - Must not have received funding support via the Teaching Academy (Grants and/or Fellowships) in the last three years
  - Must not be concurrently funded by another Teaching Academy scheme in the year of application
  - Can be in a Teaching Focused position, early career and/or from specified equity groups
- Only one application per year as a main applicant
- Application must be endorsed by the applicant's supervisor and Sub-Dean (Learning and Teaching)
- Maximum funding is \$2,500.00
- Funding must be expended by 30<sup>th</sup> Nov 2026 and cannot be carried over.
- Successful applicants are required to submit an end of grant report.

## Funding exclusions

- Support for Advance HE Fellowship – this will be supported via a separate scheme
- Teaching release
- Subject development, quality assurance and improvement and other business-as-usual activities that would be covered by existing workload allocations
- Buy-out of Division of Learning and Teaching staff time
- Personal computers, mobile devices and similar equipment
- Organisational overheads
- Any recurrent costs related to embedding the activity/project outcomes

## Grant proposal

You will need to develop a grant proposal of **four pages maximum** outlining the following:

- Title of the proposed scholarly activity

- Brief description/lay summary (maximum 100 words; this will be used for promotional purposes)
- Background – outline the rationale and why the proposed scholarly activity is important
- Approach – the approach/method that will be used
- Impact - The expected outcomes and impact of the scholarly activity
- Budget - List the individual items and budget amounts, and the total budget being requested
- Timeline and key activities (note that funding must be expended and reconciled by 30th Nov 2026)
- Reference list – must be contained within the four pages

## Assessment criteria

Each proposal will be assessed based on how well it addresses three criteria.

Criteria	Aspects considered
<b>Significance</b> - why the scholarly activity matters and its importance	<ul style="list-style-type: none"> <li>• How significant is the scholarly activity in terms of its contribution to advancing knowledge or practice in learning and teaching?</li> <li>• How significant is the scholarly activity in the context of university, faculty or school strategic priorities?</li> <li>• How significant is the scholarly activity relative to the applicants' teaching role, context, and career stage etc?</li> </ul>
<b>Approach</b> - the quality of the proposed approach/method	<ul style="list-style-type: none"> <li>• Is the approach/method that will be used to undertake and complete the scholarly activity clearly outlined?</li> <li>• Does the scholarly activity involve cross School/discipline/Faculty collaboration?</li> <li>• Is there a realistic plan for completing the scholarly activity in a timely way?</li> <li>• How reasonable and justifiable is the budget?</li> </ul>
<b>Impact</b> - expected outcomes and impact of the scholarly activity	<ul style="list-style-type: none"> <li>• Are the tangible outcomes/outputs of the scholarly activity clearly identified?</li> <li>• How well does the application highlight the impact of the scholarly activity e.g. their students, their subject/course, teaching team, the School or discipline etc?</li> </ul>

- Proposals will be reviewed by at least two independent reviewers, and the Director, Teaching Academy
- Consideration given to the representation of staff in Teaching Focused positions, early career staff, and staff from specified equity groups.

## How to submit your application

Applications are to be submitted online. The online form will ask for applicant/s details and the following attachments:

- Grant proposal (4 pages maximum)
- Supervisor endorsement (copy of approval email)
- Sub-Dean (Learning and Teaching) endorsement (copy of approval email)

## Key dates

Date	Activity
w/c 19 <sup>th</sup> Jan 2026	Educator Development Grants open
Monday 9 <sup>th</sup> March	Applications close
w/c 6 <sup>th</sup> April	Applicants notified of outcomes
Mid-April	Funding disbursed
Late April – Nov 2026	Undertake activity
30 Nov 2026	Submit final purchase orders and invoices to Faculty Finance in line with university Finance end of year deadlines
31 Jan 2027	Submit end of grant report
2027	Share outcomes with the Teaching Academy

## Resources

<https://www.csu.edu.au/division/learning-teaching/teaching/teaching-academy/grants>

Email: [teachingacademy@csu.edu.au](mailto:teachingacademy@csu.edu.au)