Students as Partners Project Grants program FAQ

This document contains Frequently Asked Questions regarding the Students as Partners Project Grants program. This document will be continuously updated with questions received from students and staff to ensure information is accessible to all.

Which type of UTS students can apply to the program?
All enrolled UTS students can apply for the program. This includes domestic, international, online and on-campus students. Students must be enrolled at UTS for the duration of the program (e.g. Spring session, 2024). The program is not open to UTS College students.

How many students are allowed in a group?
Groups are allowed up to three students. All groups will receive the same funding amount ($10,000).

Which type of UTS staff can be a Staff Partner?
Staff Partners must be employed by UTS for the duration of the program (July-November) and must be available to present the work during Dec 2024 - Feb 2025. Staff may be academic or professional staff.

I will have finished my degree by Jan 2025 when final presentations are happening/I won't be in the country when final presentations are happening?
Students are still allowed to apply if they have finished their degree or are not in the country for final presentations. It is an expectation that students will still contribute to the presentation and if available, deliver the presentation with the Staff Partner.

Who will we be presenting to?
You and your staff partner can choose where you might best present your findings in order to have the most impact. We will be able to help you to identify appropriate forums.

Is the project only faculty specific or does it apply to the whole of UTS?
You can choose to do a project that is focused on one subject, course or faculty, as a way of testing an idea that could have broader application. Or it doesn't have to be aligned to your faculty. It can be any area of interest you have, as long as it is aligned to an area of academic engagement and partnership.

Do I need to find my own Staff Partner?

You will need to find your own Staff Partner. To help you get started, we have put together a list of staff who are interested in being a Staff Partner under our 'About the program' section of our webpage.

Is the kick-off workshop on Wednesday 24 July in person for students?

Yes, and it will be a full day of training for students. Your Staff Partner will be required to attend part of the day, so that you can get started on planning your project.

Do staff need to attend the kick-off workshop on Wednesday 24 July in person?

Yes, and staff will be required to attend the workshop for half the day.

Where can I conduct my project work?

Students and staff may conduct their project work on campus or at home. Student and Staff Partner meetings may also be conducted online or on campus.

What can I spend the grant money on?

A large proportion of the grant money will go towards student wages. This ensures students are being paid for their time. Money can also be spent on other project costs, such as workshop supplies like post-it notes or flipcharts, or a subscription, such as Canva or Adobe Photoshop. Students will be reimbursed through the UTS payroll system and must be able to provide receipts for purchases. Students must track their budget carefully throughout the project as there are no additional funds to be given out if a project goes over.

Can a staff member process an application form?

No, the student will need to fill in the application form. A staff partner can help guide and assist you, but you will need to process your proposal on your own.
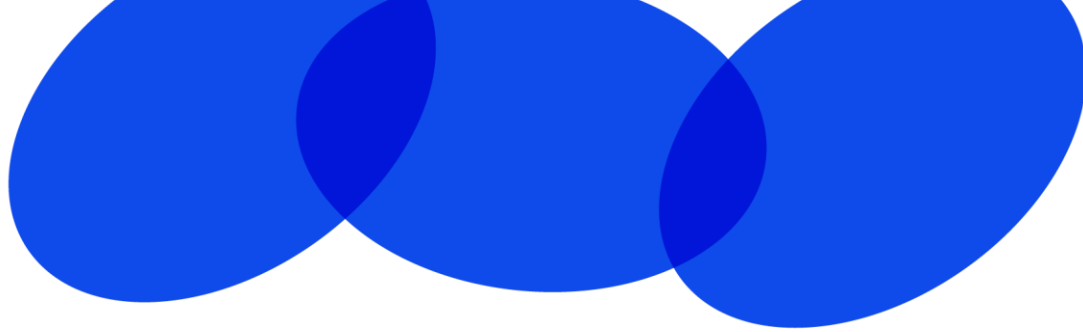
Can I have more than one staff partner?

No, you can only have one staff partner with you on the project. You can collaborate with other staff members and stakeholders for your project, however; you will need to have one staff partner guiding you throughout the program.

Can we only propose digitally based projects?

No, you can propose any type of project whether it be physical or digital. We encourage you to propose an idea you feel passionate about.

Can the project be focused on two different focus area?

No, we recommend that projects be focused on a singular area of academic engagement.

What if I want to change my project's direction at any point of the program?

It is expected that your projects will go through iterations and change over time. With your staff partner's guidance, you can change areas of your work if you meet the project outcomes within the grant timeline and resources.

If chosen, will we receive the grant all at once?

No, this is not a lump sum grant program. You will be employed by UTS and be paid at a HEW1/level 1 at $38.57 per hour. If you do not use all the grant funding throughout the project, you will not receive the 'left over' grant fund as a lump sum at the end of the project. You can also use the grant to cover for project materials which we will reimburse you through proof of receipt.

As a Staff Partner, will I be managing the teams' funds?

Students will need to manage and keep track of their budget costs. We will manage and distribute their pay and timesheets (we will cover how to do this in the kick-off workshop)

What do previous projects from the grant program look like?

This is the first time the Students as Partners Project Grant is running so there are no previous examples from this program. You can find examples of similar Students as Partners project from other universities and colleges listed at the end of our website.

How much detail should I write in my proposal?

You can check out our proposal example on our website for a rough idea of where to start. We are looking for responses that include:

- A clear and brief description of the project
- What program area of focus you'd like to explore
- The aim and outcome of your project
- How this project will improve the student experience
- What expected benefits your project will create
- How this project may be embedded into UTS processes

We are looking for proposals that aim to create positive change in academic engagement and partnership.

 If chosen, the kickoff workshop will allow students to go into greater detail of their project.

Can I propose a continuation of a previous project?

No, your project needs to be new work, not from an existing project. It also cannot be funded from any other source.

I'm having trouble finding a staff partner for my project, can I still apply if I don't have a staff partner by the time applications close (29 April)?

Ideally, we would like you to find a staff partner. If you have trouble finding a staff partner, please email sapprojects@uts.edu.au and we will try to connect you with interested staff. There is also a list available of interested staff members on our website in the 'About the program' section.

Can I choose a staff member not listed on the SaP website staff list?

Yes, you can choose any staff partner you like, they don't need to be on the list, as long as they agree. Include their name and details in your application form.

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