

# 2024 Professional Experience Innovation Grant Fact Sheet & FAQs

The Department's Professional Experience Innovation (PEI) Grants seek to support existing and foster new partnerships between Queensland state schools and Initial Teacher Education (ITE) providers focused on ensuring that beginning teachers are well-prepared for and confident in the classroom.

The PEI Grants valued at up to \$50,000 each, are available to enable the pilot of innovative and mutually beneficial initiatives focused on professional experience placements and school-based experiences for preservice teachers, and the sharing of insights and outcomes from these approaches to teacher preparation.

Grant applications are invited for the 2024 school year from Queensland state schools and Initial Teacher Education (ITE) providers seeking to partner to develop and implement innovative professional experiences, initiatives, and opportunities for preservice teachers.

This includes initiatives that are focused on:

- increasing preservice teacher opportunities to gain in-school and in-classroom experiences in a supportive environment;
- enhancing the preparation of beginning teachers for the Queensland state school context;
- encouraging preservice teachers to undertake professional experience in high priority locations across Queensland;
- positioning the Department of Education as the employer of choice for beginning teachers in Queensland;
- increasing preservice teachers' awareness of the opportunities, benefits, incentives and support available to Queensland state school teachers; and
- identifying evidence informed best practice for supporting the preparation and retention of beginning teachers for state schools across Queensland.



## Eligibility requirements

ITE providers with a current Professional Experience Partnership Agreement (PEPA) with the Department of Education and their partner Queensland state school/s are eligible to submit an application for funding up to \$50,000, based on the following eligibility requirements:

- application reflects a new or existing partnership between an ITE provider and one or more Queensland state schools to provide professional experience opportunities for preservice teachers;
- development and implementation of a structured program or initiative focused on providing preservice teachers with support and opportunities to gain experience in Queensland state school settings, in addition to the requirements of their professional experience placements;
- program/initiative to be implemented in 2024 school year; and
- the proposed program/initiative is not currently funded through other departmental mechanisms.

## Application process

All applications must be submitted through the online application process by either the ITE provider or the partnering state school, by the application deadline of 4pm on 1 March 2024.

The following information about the proposed program/initiative is required as part of the application process:

- the program/initiative name and a brief summary
- current status (e.g., new initiative/partnership or seeking to enhance an existing partnership/program);
- details of participating ITE provider/s, Queensland state school/s and region/s, and other collaborators;
- total funding being sought;
- additional funding/resourcing being provided by ITE provider, schools, or other sources;
- a detailed program/initiative overview, which clearly outlines:
  - the program/initiative objectives, including how it will support the preparation of beginning teachers for Queensland state schools and the intended outcomes of the partnership/s;
  - alignment with current departmental/school workforce priorities and needs (if relevant);
  - key activities, roles and responsibilities for ITE provider and Queensland state school/s participating in the program/initiative;
  - target preservice cohort, including the number of anticipated participants;
  - key timeframes for development, implementation and evaluation of the program/initiative;
  - how funding and in-kind support will be utilised to support the program/initiative;

- metrics and indicators for measuring the outcomes of the program/initiative.

This information is to be provided in a document, of no more than four A4 pages and uploaded through the application portal. Applicants also have the opportunity to submit up to two additional documents in support of their application.

Applicants are requested to confirm that they have received support for the program/initiative from the relevant Department of Education Regional Director and/or School Supervisor.

The online application form also seeks details for the applicant's key contact who will receive formal communication about their application and who can be contacted by the PEI Grant program manager should there be any questions about the application.

## Grant conditions

Successful applicants will be subject to an Agreement with the Queensland Department of Education that confirms:

- implementation of the proposed program/initiative within the 2024 school year and aligned to the approved plan;
- willingness to share program/initiative details including outcomes, with the Department of Education and colleagues;
- sharing of data and feedback from program/initiative participants including preservice teachers and school leaders;
- agreement to the public showcasing of programs/initiatives on the Department's website and social media;
- completion of the PEI Grant Impact Report evaluating the success of the project, aligned with predetermined and agreed metrics;
- return of unspent funds upon request (if it is determined this is required by the Department).

## Questions

If you require further information about the PEI Grant and the application or selection process, please contact Rachel Crooks, Principal Project Officer, Attraction and Engagement via email at

[Rachel.Crooks@qed.qld.gov.au](mailto:Rachel.Crooks@qed.qld.gov.au) or by telephone on 07 3035 2292.

# Frequently Asked Questions

## Who is eligible to apply?

Initial Teacher Education (ITE) providers who have Professional Experience Partnership Agreements (PEPAs) with the Department of Education are eligible to apply. This includes all Queensland ITE providers and the following interstate ITE providers:

- Australian College of Christian Studies
- Charles Sturt University
- Curtin University
- Edith Cowan University
- Federation University
- Swinburne University
- University of Notre Dame.

ITE providers must work in partnership with one or more Queensland state schools to be eligible for this Grant.

## Who can submit the application?

ITE providers and Queensland state schools are able to submit an application on behalf of the partner/s with whom they are collaborating.

## Can the program/initiative contribute to meeting ITE professional experience requirements?

No, the program/initiative cannot fulfill the professional experience requirements in terms of the number of observation and supervised practicum placement days. However, it can serve as an additional or supplementary component to these mandated professional experience placement requirements.

## How will grant applications be assessed and shortlisted?

Following the closing of applications, a selection panel comprising of individuals with expertise in the relevant subject matter will be convened to consider all eligible applications. Eligible applications will be assessed based on the PEI Grant selection criteria focused on:

- supporting preservice teachers to gain valuable experiences in Queensland state school settings;
- fostering new or innovative practices, or enhances current programs/initiatives;
- developing or building effective partnerships and collaboration between ITE providers and Queensland state schools;

- ensuring investment will be mutually beneficial;
- measuring success and outcomes of the program/initiative.

In cases where the number of suitable PEI Grant applications exceeds available funding, priority will be given to applications aligning with the following workforce priorities:

- attraction of teachers to high priority state school communities, including rural, remote, and regional locations;
- increased support for, and retention of, a diverse teaching workforce, including First Nations people;
- high demand teaching areas, including Special Education, English, and STEM.

## What funding is available?

Grants of up to \$50,000 are available for each program/initiative. When you submit an application, you will be asked to provide details about the amount of funding you are seeking and how the funding will be utilised.

## When will grant funding need to be expended?

The project should be concluded, with all grant funds expended and accounted for, no later than 30 November 2024.

## What types of costs can be included in the grant request and funding breakdown?

Please only include direct costs that are to be funded by the grant. This may include expenses associated with developing and implementing the initiative, such as teacher release and travel costs.

Indirect costs should not be part of the grant request and are expected to be covered as in-kind contributions by the collaborating partners. Grant funds cannot be used to purchase electronic assets or vehicles.

## What information is required to complete the PEI Grant Impact Report?

Grant recipients will be required to complete a PEI Grant Impact Report, which will be provided by the department. The report will require information on the following aspects:

- evaluation of the project's success based on previously established metrics;
- key learnings and insights that can be shared;
- final program costs and funds allocation;
- any feedback from key stakeholders and/or collaborators, including survey results where relevant.

Impact Reports will be due one month after the completion of each program/initiative. If the program is completed in Term 4 2024, the Impact Report is due by 30 November 2024.

A final departmental evaluation is scheduled for late November. This evaluation will assess outcomes from all supported programs/initiatives, identify key learnings, and highlight opportunities for the department, as well as for sharing with key stakeholders such as other ITE providers and Queensland state schools.

## What else might the Department require from successful recipients?

Informal check-ins and visits with successful recipients may take place throughout 2024. The Department may also seek to showcase programs and initiatives supported by the PEI Grants on our website and social media platforms.

Please note, the Department will request consent before information is published online or in other public forums.