



Taith Pathway 1: Mobilities for HE Education Mobility (HE) and HE Research Mobility (RE)

Application Form Qualitative Questions

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Application form qualitative questions

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Introduction

This document details the qualitative questions you will find in the application form, together with the assessment criteria the applications will be assessed against. The aim of this document is to give you sight of the questions prior to completing the application form, and to enable you to write your responses offline, to then copy and paste into the online application form for submission. Please note, applications can only be accepted via the online application form, this document is just a tool to support you to complete the answers.

To be considered eligible for funding, applications must pass the following quality thresholds:

- At least 60 out of the total 100 points, and
- At least half of the maximum points in each of the three award criteria categories.

The relevant assessment criteria for each section are underneath the qualitative questions so you can understand how the applications will be assessed and ensure you have included sufficient information.

Please note: This document contains the qualitative questions for all the activities available to the HE Education and Research mobilities. **Unless specified, text boxes within the qualitative questions have a character limit of 5000.** Please be succinct with your answers as assessments are not based on the length of text provided.

Project summary, objectives and implementation

The questions on this page relate to the project as a whole. Answers should include sufficient detail to demonstrate that the project has been well thought through, that you have a clear plan regarding destination countries and partnerships, and that your organisation will be able to manage the administration, planning and monitoring of the project to a high standard.

There are 8 questions within this section of the application form. Please note, all 8 mandatory questions must be answered. **Unless specified, text boxes within the qualitative questions have a character limit of 5000.** Please be succinct with your answers as assessments are not based on the length of text provided.

Please provide a publishable summary of your project, which gives a brief, clear overview of the objectives, activities, and target participants, as a minimum.

Please ensure your answer is comprehensive and clear detailing the key elements mentioned in the question. It is important that this summary highlights the benefit of your project to the participants.

There is a 2500 character limit for this section

What are the overall aims and objectives of the project and how does the project link with your organisation strategy and priorities (HE), or your organisation's key aims and objectives for research mobility (RE)?

How does the project address the needs of your organisation(s), staff and learners in a clear and practical way? How will the project increase the international scope of your organisation(s)?

What are your project's key destination country(ies), partner organisation(s) and approach to international partnerships?

What is it about this country(ies) which will provide the learning opportunities you want for the participants across the proposed activities? Do you have existing partnerships in the country(ies)? If yes, what makes them suitable partners for the project and the different activities? If no, what kind of partner(s) are you looking to work with and why? How will you identify and engage them? Do you plan to expand the number and/or types of international partners throughout the duration of the project?

How does your organisation propose to coordinate and support inward mobility from international partners, to be hosted at your organisation, if applicable?

How will your organisation(s) target and prioritise international partners for inward mobility support? How will the inward participants be selected? How will you support them throughout their mobility?

Outline the administrative capacity of your organisation and the processes to manage the project and the grant funding.

How will your organisation manage the different aspects and phases of the project from planning and preparation to management of operational delivery, communication and cooperation with partners, financial management and compliance, risk management, monitoring, record keeping and reporting. What staff resources are/will be in place to do this? Detail how you will manage payments to individual participants (including to inward mobility participants from external partners), where relevant.

How will you monitor the progress of your project activities, measure the success of your project overall and ensure learning is shared?

How will you monitor the mobilities undertaken and record individual participants? How will you gather feedback from participants? How will you assess the quality of outcomes and have them formally recognised, where relevant? How will you evaluate the impact and benefits of the project for learners, staff and the organisation(s) and share findings (including lessons learned) across the organisation(s)?

What do you think are the main risks to the delivery of the project and how will you actively manage these?

For example the ongoing COVID-19 pandemic and any travel restrictions, challenges with partners, recruitment of participants etc. Detail for both outward and inward mobilities where appropriate.

How will you ensure appropriate duty of care measures are in place during outward and inward mobilities and during virtual exchanges (if applicable)? How will you ensure that any partner organisations provide a supportive environment for all participants?

Answers to this question should detail how and what measures your organisation will take to ensure the safeguarding/duty of care of participants. This should include both what your organisation and your partner organisation(s) will do. Where you do not have a partner organisation(s) already in place, please detail how you will select and work with the partner to ensure these standards are met and what your expectations of them will be.

Assessment criteria

Assessment criteria for Taith Pathway 1 – Mobility of participants	
<p>Relevance and quality of project objectives and delivery plans (maximum score 40 points)</p>	<ul style="list-style-type: none"> • The relevance of the proposed project to the aims and objectives of the Taith programme and the value of the proposed international activity to the applicant organisation(s). • The extent to which the proposed project addresses identified needs of the targeted participants (learners and staff) is demonstrated in a clear and concrete manner. • For consortium applications, the relevance and benefits of project delivery via a consortium is clearly demonstrated. • International partners identified in the application are appropriate and relevant for the desired activities and outcomes of the project, with clear reasoning for the countries involved. Where international partners are not identified in the application, the plans outlined for their identification and engagement are considered and appropriate. • Where inward mobilities are included, the proposed approach and processes to manage these are considered, appropriate and demonstrably add value to the project. • The applying organisation/consortium has evidenced sufficient administrative capacity proportionate to the scale of the proposed project. The proposal demonstrated a considered and appropriate approach to day-to-day project management, financial management, the delivery of mobilities, and the provision of support to participants. • The measures proposed to monitor the project’s activities and progress, including the approach to capturing and using participant feedback and the plans to evaluate the success of its outcomes at all levels, are inclusive and realistic. • The proposal includes appropriate processes for identifying and managing risks (and exceptional circumstances) during project delivery. • The applying/organisation demonstrates it has appropriate safeguarding / duty of care measures for all its proposed activities and its plan for ensuring a supportive environment for all participants is considered and appropriate.

Project Activities

This section gives you the opportunity to provide a detailed description of your project activities. To complete this page, please select the mobility activities you intend to undertake as part of your project. At least one activity and one sub-activity must be selected. Each selected activity will open further quantitative and qualitative questions. You will only need to answer those questions relevant to the activities you are choosing to apply for.

There are three options for project activities namely student activities, staff activities and research placements and secondments. The different activity options and relevant questions are listed below.

Student activities (HE)	Staff activities (HE)	Research placements and secondments (RE)
Individual academic, volunteering or work placement mobilities	Academic teaching placements or job shadowing	Research placements and secondments
Group mobilities	Training courses and Continuing Professional Development	Exploratory visits, networking and collaboration
Summer schools, work placements or volunteering	Pre-departure or pastoral visits	
Virtual exchanges		

Unless specified, text boxes within the qualitative questions have a character limit of 5000. Please be succinct with your answers as assessments are not based on the length of text provided.

Individual academic, volunteering or work placement mobilities (HE)

Explain why you have chosen to apply for individual academic, volunteering or work placement mobilities.

What are your organisation's aims and objectives from this activity? What kind of individual mobilities are you planning to deliver? What learning/development outcomes are you hoping the learners will achieve? How does the activity add value to existing learning opportunities for learners?

How will you manage the planned activities?

Please provide details of the practical aspects of preparing and managing group trips abroad as well as how will you ensure inclusive participation of a diverse range of learners, how you will ensure learners feel supported, what is your planned staff to learner ratio, role of receiving organisation(s) etc.

Group mobilities (HE)

Explain why you have chosen to apply for group mobilities.

What are your organisation's key aims and objectives from this activity? What learning/development outcomes are you hoping the learners will achieve? How does this activity add value to existing learning opportunities for learners? How will you ensure the quality of group mobility experiences?

How will you manage the planned activities?

Please provide details of the practical aspects of preparing and managing group trips abroad as well as how will you ensure inclusive participation of a diverse range of learners, how you will ensure learners feel supported, what is your planned staff to learner ratio, role of receiving organisation(s) etc.

Summer schools, work placements or volunteering (HE)

Explain why you have chosen to apply for summer schools, work placements or volunteering.

What are your organisation's aims and objectives from this activity? What kind of individual mobilities are you planning to deliver? What learning/development outcomes are you hoping the learners will achieve? How does the activity add value to existing learning opportunities for learners? How will you ensure the quality of individual learner mobilities?

How will you manage the planned activities?

Please provide details of the practical aspects of preparing and managing the activities, as well as how will you support learners from a diverse range of backgrounds to participate, ensure the individual learners are well prepared for the mobility and fully supported whilst abroad, the role of the receiving organisation(s) in this etc.

Virtual exchanges (HE)

Explain why you have chosen to apply for virtual exchanges.

What are your organisation's aims and objectives from this activity? What kind of virtual exchanges are you planning to deliver? What learning/development outcomes are you hoping the learners will achieve? Why is a virtual international exchange the most appropriate for your targeted groups of learners? How does this activity add value to existing learning opportunities for learners? How will you ensure the relevance and quality of virtual exchanges?

How will you manage the development and delivery of appropriate virtual exchanges, support to participants, and monitoring of mobilities?

Please provide details of how you will manage the development and delivery of virtual exchanges and how you will ensure all learners are able to engage with the activities and are supported to participate? How will you monitor the completion of virtual exchanges? Please outline any plans to use external, third party providers for this activity, if relevant.

Academic teaching placements or job shadowing (HE)

Explain why you have chosen to apply for teaching placements and job shadowing for staff.

What are your organisation's aims and objectives from this activity? What learning/development outcomes are you hoping staff will achieve? How does the activity add value to existing opportunities for staff members? How will this learning be shared across your organisation?

How will you manage the planned activities?

Please provide details such as how you will select the staff members participating, how participants will be supported before, during and after the mobility, the role of the receiving organisation(s) in this etc.

Training courses and Continuing Professional Development (HE)

Explain why you have chosen to apply for training courses and Continuing Professional Development for staff

What are your organisation's aims and objectives from this activity? What learning/development outcomes are you hoping staff will achieve? How does the activity add value to existing opportunities for staff members? How will this learning be shared across your organisation(s)?

How will you manage the planned activities?

Please provide details such as how you will select the staff members participating, what you expect them to achieve whilst on the visit(s) how participants will be supported before, during and after the mobility, the role of the receiving organisation(s) in this etc.

Pre-departure or pastoral visits (HE)

Explain why you have chosen to apply for pre departure or pastoral visits.

What are your organisation's aims and objectives from this activity? Which organisation(s)/country(ies) are you proposing to visit and what is the activity designed to achieve? E.g. preparation of exchange projects, support for individual participants, planning/risk assessments for participants with disabilities/Additional Learning Needs etc.

How will you manage the planned activities?

Please provide details such as how you will select the staff members participating, what you expect them to achieve whilst on the visit(s), how they will be inducted to carry out the specific tasks expected from preparatory visits etc.

Research placements and secondments (RE)

Explain why you have chosen to apply for research placements and secondments.

What are your organisation’s aims and objectives from this activity? What outcomes are you hoping researchers will achieve? How does the activity add value to existing opportunities for researchers? How will the outcomes be shared across your organisation?

How will you develop and manage the planned activities?

Please provide details such as how you will select the participating researchers, what you expect them to achieve whilst on the visit(s) how they will be supported before, during and after the mobility, the role of the receiving organisation(s) in this etc.

Exploratory visits, networking and collaboration (RE)

Explain why you have chosen to apply for exploratory visits networking and collaboration

What are your organisation’s aims and objectives from this activity? What outcomes are you hoping researchers will achieve? How does the activity add value to existing opportunities for researchers? Which organisation(s)/country(ies) are you proposing to visit and what is the activity designed to achieve?

How will you develop and manage the planned activities?

Please provide details such as how you will select the participating researchers, what you expect them to achieve whilst on the visit(s) how they will be supported before, during and after the mobility, the role of the receiving organisation(s) in this etc.

Assessment criteria

Assessment criteria for Taith Pathway 1 – Mobility of participants	
<p>Quality and design of project activities (maximum score 35 points)</p>	<ul style="list-style-type: none"> • The project’s activities are clearly set out, well defined, and meet identified needs. • The proposed activities demonstrate a realistic approach to meeting the project’s overall objectives, with a clearly articulated plan for each of the proposed activities, and how they fit within the overall timeframe of the project. • A clear explanation for the proposed content of each of the planned activities and the reasoning for the balance between the different types of activities proposed.

	<ul style="list-style-type: none"> • The extent to which the proposed activities are either new or additional to existing practices within the organisation(s) or, where they build on existing practices, they show innovation and commitment to continuous improvement. • The extent to which the proposed activities will produce high-quality learning outcomes for the participants. • The proposal clearly outlines the targeted participants for each of the proposed activities and identifies appropriate and inclusive mechanisms to support their participation in a way that meets their needs and enables them to realise the full potential of their experience. • The respective roles of all organisations are clearly defined for each activity, differentiating between the applying organisation/consortium, the receiving organisation(s) of the project participants and inward mobility arrangements, as required. • The quality of the proposed actions to support the preparation of participants before mobility activities, and the support provided during and after their mobility activity.
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Delivery towards the cross-cutting commitments of Taith

Taith has a number of cross-cutting commitments which must be embedded into all projects. To support the quality of your answers, read the following section which explains the meaning of each question in more detail.

All mandatory questions for your sector must be answered. **Unless specified, text boxes within the qualitative questions have a character limit of 5000.** Please be succinct with your answers as assessments are not based on the length of text provided.

HE Education Mobility (HE)

How will you promote Taith within your organisation and with partner organisations in an inclusive manner, to ensure staff and students, including those from underrepresented groups, are aware of the opportunities and feel supported to participate?

This question focuses on the awareness raising and promotion of the opportunity(ies) within your organisation. Answers should detail how you will ensure that all potential participants

(including those harder to reach) will be made aware of the opportunity(ies) and what you will do to ensure that potential participants feel invited and able to participate.

What specific measures will you take to support the participation of people with additional learning needs, those from disadvantaged backgrounds, and those from other underrepresented groups, throughout your project and its planned activities?

This question is around how your organisation will then support the participants who have put themselves forward/been selected for a mobility. Answers should detail how and what you will do to ensure that these participants feel fully supported throughout the duration of the project, including any specific support for participants with additional needs.

What specific measures will your project take to promote the Welsh language and culture, including raising the profile of Wales as an open, outward-looking and globally responsible nation?

Answers to this question should detail how you will achieve the above – both in Wales and when abroad.

What specific measures will your project take to encourage environmentally sustainable practices, including sustainable travel?

Answers to this question should detail any and all plans your organisation has to ensure environmental sustainability before, during and after the mobility.

HE Research Mobility (RE)

What specific measures will you take to promote and enhance participation in research mobility amongst traditionally underrepresented groups, throughout your project and its planned activities?

Answers should detail how you will ensure that all potential participants (including those harder to reach) will be made aware of the opportunity(ies) and what you will do to ensure that potential participants feel invited and able to participate.

How will your project specifically target, and promote the mobility and professional development of early career researchers and postgraduate research students? How will you promote Taith within your organisation and with partner organisations to encourage uptake amongst early career researchers and postgraduate research students?

Answers should detail how you will seek to ensure that early career researchers are made aware of the opportunities available, as well as the practical measures that you and partner organisations will take to support their involvement.

What specific measures will your project take to promote the Welsh language and culture, including raising the profile of Wales as an open, outward-looking and globally responsible nation?

Answers to this question should detail how you will achieve the above – both in Wales and when abroad.

What specific measures will your project take to encourage environmentally sustainable practices, including sustainable travel?

Answers to this question should detail any and all plans your organisation has to ensure environmental sustainability before, during and after the mobility.

Assessment criteria

Assessment criteria for Taith Pathway 1 – Mobility of participants	
<p>Delivery towards Taith cross-cutting commitments (maximum score 25 points)</p>	<p>The extent to which:</p> <ul style="list-style-type: none"> • The proposal outlines clear channels of communication and appropriate ways of promoting the project opportunities for participants, including those from underrepresented groups. • The applying organisation/consortium clearly defines its targeted underrepresented groups, provides details on the identified challenges to widening participation among them and outlines appropriate measures to overcome these challenges. • The proposal outlines a clear commitment and coherent plans to specifically support the participation of those with additional learning needs and those from disadvantaged backgrounds. • The proposal outlines how the project delivery will incorporate environmentally sustainable and responsible practices, including clear and tangible plans for sustainable travel where appropriate. • The proposal outlines clear and effective mechanisms to promote the Welsh language and culture through its activities, including ways in which it proposes to raise the profile of Wales as an open, outward-looking and globally responsible nation.



Taith.cymru

Taith.wales

