

Study NSW Partner Projects

Guidelines for submission 2019–20

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Guidelines for applicants

Study NSW was established on 1 July 2014 to support NSW's international student sector.

Study NSW has four core functions:

- program delivery to improve the experience of international students studying with NSW education providers
- marketing and promotion to raise the profile of NSW's education, training and research strengths
- policy and advocacy to enhance the competitiveness of international education in NSW
- international market development and support for new technology-enabled models of delivery to maximise NSW's strengths in providing offshore and flexible delivery of education and training.

It also provides secretariat services for the NSW International Education Advisory Board, which offers expert insight and advice on the delivery of strategies and projects, and on the future direction of Study NSW.

Partner projects

Each year Study NSW co-funds projects in partnership with industry through the partner projects grant scheme to further Study NSW's core functions.

Partner projects should be strategic, innovative, demonstrate a strong benefit to the international education sector, and fill gaps not currently addressed by the sector.

Visit the Study NSW website (study.sydney/programs/partner-projects) to learn about successful completed partner projects from previous years.

Who can apply

Applications will be accepted from education providers and other organisations that have a focus on international education. Partnership applications from consortia of providers and organisations are encouraged.

Funding parameters

Funds of up to \$110,000 (inclusive of GST) per project are available from Study NSW. All funds must be matched by industry contribution, including through in-kind contributions.

Applications must be for new projects, or for new elements to existing projects. Partners should be integral to the ability to deliver the project.

All applications must include at least one partner (excluding Study NSW).

Funding is **not** available for:

- ongoing administration and staffing costs (although funding is available for fixed-term administration and staff appointed for the duration of the project)
- infrastructure, capital or the purchase of significant assets
- projects that are already being carried out by industry or have been substantially completed
- continuation of a project beyond 30 June 2020—there is no provision for funding ongoing projects.

Funding will be provided to applicants under a NSW Government funding deed. Successful applicants must familiarise themselves with the standard terms and conditions of the funding deed before signing

Payments to successful applicants may take up to 30 days from the date of invoicing.

Application process

Applications for projects must be received at Study NSW by 5 pm on 19 June 2019. All projects must be completed or substantially delivered by 30 June 2020.

Applicants for partner project funding must complete an application form (available from study.sydney/programs/partner-projects) in a legible electronic format and email it to study.nsw@industry.nsw.gov.au.

Applications must include:

- a description of the proposed project and rationale of why the project is needed
- a note of whether it is a new project or a new element of an existing project
- a description of how the project will benefit the international education sector, including a list of specific deliverables linked to Study NSW functions
- identification of the project partners (other than Study NSW) and their respective contribution(s), including a letter/email of support from each project partner detailing their proposed funding/support
- a budget, including details of the level of funding requested and other funding/in-kind support sources that at least match the contribution sought from Study NSW
- an indicative timeline, including key milestones for the project delivery.

Key dates

Applications open.....February 2019

Closing date for applications5:00 pm 19 June 2019

Notification of outcome to applicantsMid-September 2019

Assessment criteria

The criteria used to guide assessment, prioritisation and other decision-making in relation to partner projects are that the project:

- supports the NSW state priority¹ to support a growing economy (*10% weighting*)
- adds value to enhance delivery of Study NSW's four core functions² through industry collaboration and input (*40% weighting*)
- generates maximum impact within identified resources and effectively manages risk (*25% weighting*)
- provides benefits to more than one entity, and where possible, more than one education sector (e.g. schools, vocational education and training, higher education, English language intensive courses for overseas students) (*25% weighting*).

Favourable consideration will be given to projects that seek to enhance the experience of international students by:

- creating work-integrated learning or work experience opportunities during studies
- improving access to employment post-studies
- addressing cost of living issues (e.g. availability of suitable and affordable accommodation)
- raising community awareness of the benefits of international students to NSW and its residents.

¹ NSW State Priorities (<https://www.nsw.gov.au/improving-nsw/premiers-priorities/>)

² Study NSW's four core functions are described on page 12 of the Study NSW International Education Strategy available from www.study.sydney/about

Assessment process

Projects will be assessed by a partner project advisory committee (PPAC) against the criteria listed in the previous section. The PPAC includes independent representatives with substantial experience in the international education sector.

The International Education Advisory Board will consider and advise on partner projects. Final decisions will be made by the appropriate delegate in NSW Department of Industry.

Administration

- Study NSW aims to notify applicants of the outcome of their application by mid-September 2019.
- Study NSW reserves the right to propose amendments to the applicant's proposal prior to accepting to fund the project.
- Funds will be paid on the delivery of key milestones in the project.
- A payment schedule will be negotiated with the successful applicant(s).
- Partnerships or consortia must identify a lead agency for contracting purposes.
- All media releases must acknowledge the funding contribution by Study NSW and conform with promotional guidelines that will be provided to successful applicants.

Reporting requirements

A Study NSW team member will regularly contact successful applicants to monitor the progress of their project. Successful applicants must cooperate with all inquiries and provide any information as requested.

Successful applicants will provide a progress report outlining the activities completed before 30 April 2020. The progress report will be accompanied by an expenditure report that clearly identifies the amount of grant funding expended on the project. The expenditure report must be signed by the applicants' Chief Financial Officer (CFO) or Chief Executive Officer (CEO) and be accompanied by other evidence of expenditure (for example receipted invoices).

Successful applicants will provide a completion report at the end of the project (i.e. by 31 July 2020 at the latest) that will include:

- a brief description of the activities and objective/s of the project
- all activities undertaken as part of the project
- the results achieved from the project, including the number of international students supported
- a case study highlighting the success of the project.

The completion report must be accompanied by a final expenditure report that clearly identifies the full amount of grant funding expended on the project. The expenditure report must be signed by the applicants' CFO or CEO and accompanied by other evidence of expenditure (for example receipted invoices).

Helpful links

The [Study NSW International Education Strategy](http://www.study.sydney/about) (www.study.sydney/about)

Overview of Study NSW partner projects (study.sydney/programs/partner-projects)

Previous project highlights (study.sydney/programs/partner-projects)

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