



DEVELOPING EXCELLENT PRACTICE AWARD 2024



GUIDANCE NOTES

The award is open to individuals and/or teams who have launched an initiative or project, during 2023/24, that has made a significant and positive impact to the Learning and Development / Academic Development / Organisational Development environment and shows evidence of collaboration both within and external to their own institution.

OVERVIEW

In the current climate in particular, Higher Education is facing considerable challenges and complex change. Those responsible for learning and organisational development in higher education institutions are contributing significantly to meeting those challenges and leading and facilitating change.

The SDF Developing Excellent Practice Award reflects the Festival of Learning and Development overarching theme 'Transform, Empower and Balance: Moving towards an adaptive mindset in times of disruption', taking place from 11th - 13th November 2024.

Nominations and shortlisted entries will be featured during the Festival, with the winner being announced on 12th November.

HOW TO ENTER

- Use the relevant sections of the form to describe why the individual or the team should be considered for the award.
- If appropriate, the submission should address the project or initiative, its context and the development needs it sought to address.
- Describe the cross institutional collaboration, evaluation approaches and the impact of the activity.
- Provide evidence of demonstrable progress or success.
- Include feedback from those who have benefited and/or who sponsored the project within the institution(s).
- Identify potential learning points for other institutions.



JUDGING CRITERIA

The SDF Developing Excellent Practice Award seeks to recognise Learning and Development/ Academic Development / Organisational Development projects or initiatives in the broadest sense that have made a significant and positive difference to individuals, teams, groups or the institution as a whole. The judging panel, which will comprise of representatives from the Advance HE and SDF Council, will look for projects that:

1. Demonstrates a clear relationship with identified staff, academic or organisational development needs.
2. Provides a significant contribution to developing excellent practice.
3. Shows evidence of collaboration either within or external to the institution.
4. Shows quantitative and/or qualitative evidence of impact.
5. Demonstrates a measurable return on investment/expectation (financial or otherwise).
6. Offers transferable learning for other organisations.
7. Gives evidence of innovating practice with or without the use of technological developments.

RULES OF ENTRY

To enter, the individual or team being nominated must be members of the Staff Development Forum. If you are not a member, [please read this guidance to become a member](#). At least one representative from each shortlisted entry should be registered to attend the Festival.

KEY DATES

- **Deadline:** Monday 21st October 2024 by noon
- **Shortlisted entrants will be notified:** Monday 28th October 2024 17 pm
- **Shortlisted entries to submit further evidence:** Friday 1st November 2024 by noon
- **Award presentation:** Tuesday 12th November during the SDF Festival by an AdvanceHE Representative.