

**Gender Equality**

 **and**

**Equality, Diversity & Inclusion (EDI)**

**Accelerator Fund**

**APPLICATION FORM**

Applications must be submitted to: **edi@ucd.ie**

Deadline: **31. January 2024**

All schools listed as partners must submit a declaration signed by the Head of School and College Principal (page 5 of the application form).

|  |
| --- |
| **Guide for Applicants**  |

1. Applicants should carefully read the **UCD Gender Equality and Equality, Diversity & Inclusion Accelerator Fund call document.**
2. The application form should be named in the following way: UCD *School/College Lead\_Name\_Gender Equality\_EDI Accelerator Fund \_Application Form*.
3. A declaration (page 4 of the application form) must be signed by the Heads of School/Unit and relevant College Principal on behalf of each applicant (Lead School and partner School applicants). Please copy and paste the declaration (page 4) according to the number of applicants and ensure a copy is signed by the Head of each school/unit or partner in the application.
4. A College level commitment to provide matching funds for this project pending success should have been obtained from the relevant College Principal.
5. Applicants must strictly adhere to word limits. Graphs and tables are not included in the word count. **Please include the word count at the start of each section.** **Submissions that exceed the word count will not be accepted**
6. The Lead School/College’s Chair of the EDI Committee/Gender Equality Implementation Team should cc’ the partner school and Heads of School/College Principal and submit the application to: **edi@ucd.ie**
7. Deadline: **31. January 2024.**

|  |
| --- |
| **SECTION 1: APPLICATION DETAILS** |

**UCD School/College (LEAD APPLICANT):**

|  |
| --- |
| Insert School/College name  |

|  |
| --- |
| Insert proposal title here |

|  |
| --- |
| **SECTION 2: APPLICANT DETAILS** |

|  |
| --- |
| **LEAD APPLICANT DETAILS** |

|  |  |
| --- | --- |
| **UCD School/College** |  |
| **Name of contact** |  |
| **Position held within School**(Please also include role on local Athena Swan SAT/EDI Committee where applicable) |  |
| **Email address** |  |
| **Phone number** |  |

Remember applications must coming from the Lead Schools/Colleges must have achieved an Athena Swan accreditation.

|  |
| --- |
| **SECTION 2 (continued)** |

|  |
| --- |
| **DETAILS OF APPLICATION PARTNERS** |

|  |  |
| --- | --- |
| Application Partner 1: |  |
| Name of contact |  |
| Email address |  |

|  |  |
| --- | --- |
| Application Partner 2: |  |
| Name of contact |  |
| Email address |  |

If there are further UCD schools partnering, please include as above. Partner Schools/Colleges do not have to an Athena Swan accreditation.

|  |
| --- |
| **SECTION 3: PROPOSAL SUMMARY** |

Applications will be assessed according to the assessment criteria set out in the Call for Applications.

* 1. **PROPOSAL TITLE**

|  |
| --- |
|  |

**3.2 KEYWORDS (max 10 words)**

|  |
| --- |
|  |

**3.3 PRIMARY FUNDING AREA**

Applicants should indicate the primary area under which funding is sought (More information available in the call documentation.

Gender Equality and Diversity and Inclusion capacity-building activities.

Seed projects for development of proposals for the HEA’s Gender Equality Enhancement Funds.

Transforming gender and EDI research outputs into practice.

|  |
| --- |
| **SECTION 3 (cont.)****PROPOSAL SUMMARY** |

**3.3 PROPOSAL OBJECTIVE (max 100 words)**

*Please state the word count at the start of the section.*

|  |
| --- |
| **SECTION 4** **PROPOSAL DETAILS** |

**4.1 PROPOSAL DESCRIPTION (max 250 words)**

*Please state the word count at the start of the section.*

This section should describe the proposal and reference alignment of the proposed work with UCD school/college gender equality action plans, UCD Gender Equality Action Plan 2020 – 2024 and EDI Strategy 2018-2020-2025 where appropriate. The innovative nature of the work should also be described here.

|  |
| --- |
|  |

**4.2 IMPACT AND DELIVERABLES (max 500 words)**

*Please state the word count at the start of the section*

This section should clearly describe the outputs, significance, and impact of the work. Specific reference should be made to the benefit to stakeholders nationally.

|  |
| --- |
|  |

**4.3 PROPOSED BUDGET AND JUSTIFICATION (max 250 words)**

*Please state the word count at the start of the section*

* This section should provide details of, and justification for, the projected costs.
* A table of costs may be included at the end of this section. Please state the word count at the start of the section.
* Details of any in-kind funding may be provided here.
* Specific reference to obtaining match-funding at College level in UCD to be included here.
* Applicants are encouraged to seek match-funding from UCD College Principals.
* Proposals must include information on matching funding made available at College-level to support the project.
* Specific reference should be made to value for money and impact of the proposed work.

|  |
| --- |
|  |

|  |
| --- |
| **SECTION 5** **DECLARATION**  |

In submitting this application for the UCD Gender Equality and Equality, Diversity and Inclusion (EDI) Accelerator Fund,

**INSERT School/College NAME HERE**

accepts the conditions outlined in the UCD Gender Equality and Equality, Diversity and Inclusion (EDI) Accelerator Fund Call for Applications document and any subsequent clarifications from the EDI regarding this initiative and agrees to be bound by them.

**ENGAGEMENT OF COLLEGE LEVEL SUPPORT Tick box**

A College level commitment to match fund this project pending success has been obtained from the College Principal. Provide value of match funding agreed.

Please provide brief details below.

|  |
| --- |
|  |

Furthermore,

**INSERT School/College NAME HERE**

accepts this award and commits to providing the necessary support for the programme of activity.

**Signature of Head of School (Lead) Date**

**Signature of Head(s) of School (Partner(s)) Date**

**Signature of College Principal of Lead School Date**

**Signature of College Principal of Partner School(s) Date**

(where applicable)