



University College Dublin
Ireland's Global University



University College Dublin
Global Engagement
Seed Fund 2020



Dear UCD Colleagues,

I am delighted to launch the new UCD Global Engagement Seed Fund to support the implementation of the University's Global Engagement Strategy.

This fund has been developed to assist UCD faculty and staff, in Ireland or overseas, to pursue activities which advance the University's global network and impact. The three application strands, Global Partnerships, Global Events & Seminars, and New Directions have been designed to foster the UCD community's innovation and imagination.

As a community we have the capacity and ambition to set new standards of excellence in the area of global engagement, reflecting UCD's position as Ireland's Global University. I strongly encourage you to apply and wish you every success in your endeavour.



Professor Dolores O'Riordan
Vice-President for Global Engagement



Purpose of the fund

The UCD Global Engagement Seed Fund is designed to provide support to UCD faculty and staff for the purpose of developing initiatives and activities in line with the Global Engagement Strategy 2016-2020. It is operated by UCD Global on behalf of the Vice-President for Global Engagement.

Eligibility

- Applications are open to UCD faculty and staff located in Ireland or overseas.
- There are no restrictions on the number of applications per person, nor on the receipt of applications from previously successful candidates.
- UCD is committed to equality and diversity, and we encourage applications from staff of all levels and backgrounds in line with the University's Equality, Diversity and Inclusion policy.
- The maximum amount an application may request is determined by the strand to which it is being submitted, outlined below.

Funding Structure

The total funding available in any one year in the UCD Global Engagement Seed Fund is €10,000. Applications are invited under one of three strands, where activities may include but are not limited to:

Global Partnerships

- Development of digital or virtual mobility initiatives between institutions.
- Collaborative programme design (e.g. curriculum mapping).
- Visiting academic(s) inbound or outbound delivering seminars while discussing or advancing cooperation.
- Applications to this strand must identify prospective/current partner(s), have clearly defined outcomes, and demonstrate alignment with partner global engagement strategy.
- Applications of up to €2,000 are eligible for this strand.

Global Events & Seminars

- Proposed events must be hosted at a UCD campus or facility.
- Grant may cover travel, subsistence/hospitality, workshops, event organisation etc...
- Applications of up to €1,000 are eligible for this strand.

New Directions

- Projects can explore new research or ideas, provide training, trial new forms of mobility.
- Experimental or stand-alone initiatives, e.g. hackathons or other collaborative events involving staff/students from UCD and partner(s).
- Student Engagement initiatives on/off UCD campus.
- Proposals do not necessarily have to indicate discernible return on investment.
- Applications of up to €5,000 are eligible for this stand.

Timeline for Applications

- Call for applications opens: February 10th 2020
- Deadline for applications: March 6th 2020
- Applicants will be notified by end of March 2020
- Activity must occur between May 1st and December 31st 2020
- Submission of mid-cycle progress report by September 30th 2020
- All activity must be concluded and paid for by December 31st 2020
- Final report and testimonial to be submitted by January 31st 2021

Application Process

Before you apply

Proposed projects must align with the objectives outlined in the UCD Global Engagement Strategy 2016-2020. First familiarise yourself with this document and contact your Vice-Principal for Internationalisation for guidance on how your proposal aligns with your College's Global Partnership Engagement Plan and/or the Global Partnership Framework.

How to apply

Step One: Ensure your proposal meets the eligibility criteria above.

Step Two: Discuss your proposal with your Head of School/Unit including the possibility of co-funding or other support:

- Obtain a letter of endorsement from them, confirming co-funding supporter (if successful) and outlining how the proposal aligns with UCD's Global Engagement agenda.
- If seeking co-funding/funding-in-kind from your partner institution(s) please provide evidence in your proposal.

Step Three: Complete the proposal form available on the UCD Global Engagement website. Proposals must not exceed 1,000 words and must include:

- Project description, rationale, and goals.
- Major activities, milestones, and timeline.
- Alignment of proposed activity with the UCD Global Engagement Strategy and/or College Global Partnership Engagement Plan (where appropriate).
- Alignment of proposed activity with proposed partner's global engagement strategy.
- Extent to which proposed activity addresses an issue of global importance and/or UN Sustainable Development Goals.
- Projected impact, benefits, and outcomes, supported by a sustainability plan for long-term success measures.
- Proposed budget, to indicate any co-funding/in-kind support (Does not form part of the word count).
- Letter of endorsement from Head of School/Unit.

Step Four: Finalise your proposal and submit application materials by 5pm March 6th 2020.

Step Five: Following review and assessment, UCD Global will contact all applicants by the end of March 2020 to inform them of the outcome.

Frequently Asked Questions

What would the funding cover?

- The activity can be related to teaching, research, or enterprise.
- Funds must be for a new activity and not one that has already happened or forms part of a funded research initiative.
- Scope of funding could cover (for example) academic or business activity between one or more UCD faculty or staff and an international partner, i.e. one or more colleagues, teams, or departments based at an overseas HEI, research institute, or international public/corporate/charitable body.
- Applicants may have worked with a selected external partner/organisation in the past, or it may be a new collaboration.
- Activities could include (for example): organising a joint event or seminar(s) with international partners, networking or project planning in support of a new partnership/funding application, developing an existing collaboration, student engagement activities, or bringing a partner to UCD (costs of flights, hotel, subsistence etc...)

What would the funding NOT cover?

- Personal/professional development.
- Staff time.
- Academic research projects.

Who will assess my application?

- Applications will be assessed by a panel made up of representatives from UMT Global Engagement Group and UCD Global and, chaired by Vice-President for Global Engagement Professor Dolores O’Riordan.

How is my application assessed?

The scoring criteria will involve:

- Alignment with the Global Engagement Strategy 2016-20.
- Scale of impact, benefits, and outcomes. For example, if funding would facilitate or accelerate a significant outcome such as a substantial funding application.
- Extent to which the proposal demonstrates alignment with School/Unit global engagement objectives.
- Extent to which the proposal addresses a global issue captured under one or more of the UN Sustainable Development Goals.
- Value for money.
- Availability of co-funding or other support for the proposal from applicant’s School or Unit will be taken into account, and applicants must demonstrate in their proposal that they have sought same from their Head of School or Unit.
- Availability of co-funding or in-kind support from the international partner(s) is highly welcome and (where applicable) should be defined in the application.

Can I make more than one application?

- There is no limit on the number of applications you can submit, but only one grant will be awarded per lead applicant in a given year to maximise the impact of this fund to the UCD community.

What are the reporting responsibilities for successful applicants?

Successful applicants will be required to:

- Submit a mid-cycle progress report to UCD Global.
- Submit a final completion report to UCD Global.
- Provide a testimonial about their project in support of the seed fund.

How will I receive funds?

- Funds will be transferred directly to the lead applicant.



How can I develop my project budget?

- All budgetary calculations and financial management reporting must comply with UCD Finance guidelines. Please see the Bursar's Office for more information.

Am I required to keep project records for reporting purposes?




- Final completion reports must be accompanied by financial records/receipts/boarding passes etc... to satisfy auditing requirements.

Note: applicants are encouraged to cite background evidence on proposed partner(s) from Rowan, the UCD Global Partnerships database, in support of their proposal. Data from Rowan will identify how a proposal builds on prior partnership activity, if any, or indicate how it presents an opportunity for new growth.

If you require access to Rowan please email internationalagreements@ucd.ie for assistance.



Office of the Vice-President for Global Engagement
University College Dublin

 vpforglobalengagement@ucd.ie
 +353 1 716 8581
 www.ucd.ie/global