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unite! | University Network for Innovation, Technology and Engineering

# Unite! Seed Fund for Student Activity

## What is the Unite! Seed Fund Initiative?

The Unite! Seed Fund helps finance ideas coming from the Unite! community, i.e., from the students, researchers, and teachers of the 9 Unite! universities.  The Seed Fund offers financial support to collaborations  between at least two Unite! partners. The goal is to help get your project started and get your collaboration on the right track.

## What can the Seed Fund offer to students?

The eligible projects can be about any subject or extracurricular topic that brings an added value to students and is collaborative. Possible ideas include joint projects such as exhibitions, events, excursions, competitions, hackathons, courses on metacampus; in areas such as innovation, sports, career, language, education, communication, outreach, or any other promising idea.

## Who can apply:

- Under- and Postgraduate students (including PhD Students)
  - Applicants need to ensure student status until the end of the project.
- Student organisations/associations
- Units and service centres of Unite! Universities (such as sports unions, language centres etc.)

## At a Glance: Unite! Seed Fund for Student Activity

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| Seed Fund Programme Line: | Student Activity |
| Budget of each proposal in this call: | **Up to €20,000** |
| Deadline for proposals: | **15 December 2023** |
| Decision will be taken: | **31 January 2024** |
| Funding period for this call: | **April 2024 – September 2025 (Project periods can be up to 18 months)** |

## What can you get funding for:

*Eligible costs*

- Personnel costs for organisational tasks (only for staff employed by a Unite! university)
- Student assistants (defined as employable by Unite! university)
- Travel expenses: Sustainable modes of travel preferred (if possibly, use trains rather than planes!)
- A small budget should be planned in the expenses if you intend to use Digital Campus.

*Other costs*

- Such as: material resources, research consumables, on-site/blended workshops, external service providers (e.g., moderators, language services).

**Please be aware that:**

- All costs must be justified to be eligible
- The funding will be administrated by your university
- The funding will be available approximately three months **after** approval of your project
- The funding must be shared (approximately) equally between the partner universities.  A single partner can receive no more than 50% of the total funding.
- The seed fund cannot be used for student grants or remuneration.

**How can you find a partner for collaboration?**

- You can start a chat forum by yourself on Metacampus and post your idea and call for collaborators.
- If you already have a clear idea, you can reach out to the Unite! Student Liaison officers or SLO or the SURE representatives (sure@unite-university.eu) at your university to help you contact other students in partner universities.

**How will your application be evaluated?**

The reviewers (the Unite Academic Forum) will evaluate the following:

- Added value for students and students' organisations/associations
- Adequate collaboration of students and student organisations of the Unite! alliance. *This means: the application points out the format (on-site, virtual) and how intensively the applicants work together.*
- Applications must involve **at least students or student organisations from two UNITE! Member universities**. Partners outside the Unite! alliance can be included, but they will not receive funding.
- If beneficial for the project, the Unite! Metacampus can be used as part of the project. Please contact the Metacampus support team (metacampus@unite-university.eu) to help you!
- Realistic and comprehensible work plan and clearly defined outputs of your project
- Likelihood and potential benefit of follow-up joint activities (e.g., expanding participation, scaling-up). *This means: Does it seem likely that your project can continue beyond the duration of the Seed Fund?*
- If applicable: Potential for outreach and external dissemination of Unite! *This means: Is your project relevant for people beyond our universities?*
- Adequacy of the funding requested. *This means: Have you clearly explained how much money you will use for what, and why this is important? (Hint: seek help from the Unite! Student Liaison officers while planning your budget!)*

*The evaluation of applications will be made by the Unite! Academic Forum (UAF) and selection decisions will be confirmed by the Unite! Steering Committee. **Results are expected by 31st January 2024.**

## Application Procedure

- Applications must be submitted no later than 15 December 2023 via email to: **seedfund@unite-university.eu**. Please contact your university's Unite! Student Liaisons Officer (SLO) for application form guidance on how to clearly present your ideas and follow proper regulations. Inquiries can also be emailed to: seedfund@unite-university.eu
- Complete Application form **(please download the template!)** including:
  - Project outline (max. 3 A4 pages, please include your signatures on an additional sheet) as PDF. Make sure to fulfil the evaluation criteria mentioned above.
  - Budget table (Excel sheet) filled out and submitted together with the form
  - Supporting documents by the student organisations, Department/Unit heads wherever necessary (for managing the funding at your university) e.g., an e-mail or letter with commitment statements etc.

## What happens if your application is successful?

- The funding can only be transferred to institutional units/organisations/departments etc. and not to individual students. *This means: You will not receive the funding directly, but your home university will manage the cost together with you.*
- The funding will be available **approximately three months after** approval of your project.
- After the end of your project, you will have to complete and send a report about your project activities to the Unite! secretariat. The deadline for this report is two months after the end of your project. *If your proposal is successful, you will receive a template for this report.*