

# UT INCENTIVE FUND

## PURPOSE

The UT Incentive Fund is a funding instrument financed by [OPUT](#) and [DE&I Team](#), aimed at promoting diversity, equity and inclusion of students and employees at UT. The budget per employee application is up to € 10,000 and € 5,000 per student application. Your proposal will be assessed by the [DE&I Advisory Board](#) in collaboration with the DE&I Team. Funding will be awarded to proposals that best translate ideas into activities, studies or projects with the potential to have a sustainable impact on UT as a whole, or within specific teams, departments or faculties. The aim of the initiatives should always be to help UT become a more diverse, equitable and inclusive organisation. Do you have an impactful idea for how to strengthen diversity, equity and inclusion amongst the employees or students in our organisation? Take a look at the [website](#) for the projects from 2023. The Incentive Fund accepts proposals year-round, we evaluate proposals two times per year and will award them as budget permits.

## WHO CAN APPLY?

- UT employees and UT students.
- Proposals can be **submitted as a group or as an individual**
- The main applicant must have a contract at UT during the duration of the whole project (one year). If the main applicant is a student, this person has to be **available for the duration of the project**.

## WHAT CAN BE COVERED?

- The maximum amount that can be awarded is € 10.000,- per employee application and € 5.000,- per student application.
- The budget available is for hours of (externally) hired people and material costs. UT staff do not receive additional payment for their hours from the budget.

## ASSESSMENT

The proposals will be assessed by the members of the DE&I Advisory Board and DE&I team. Proposals can also be awarded partially.

*Please note that the Incentive Fund does not provide grants for scientific research, however doing a study to fill a knowledge gap in diversity and inclusion could be a possibility. Requests solely for equipment or data collection will not be considered.*

## CRITERIA FOR ASSESSMENT

- The expected impact on the UT community.
- The direct link to diversity, equity and inclusion.
- The clarity of the planned actions and budget overview.
- Proposed activity can be completed within twelve months.
- Diversity in teams submitting the proposal will be highly valued.



## APPLICATION PROCEDURE

- Proposals should contain the following parts:
  1. Contact details applicant(s)
  2. Problem statement (motivation)
  3. Project plan
  4. Timeline (remember the maximum duration of projects is one year)
  5. Detailed budget.
- The proposal has a maximum of 3 pages in total.
- Evaluation moment will be at the beginning of May.
- Your application must be submitted by the following [link](#).
- Decisions on the application will be communicated to the applicants at the end of May 2024.
- Projects may start from July 1, 2024.
- The outcomes of funded projects must be reported back to the DE&I Advisory Board within three months of the project ending (July 1, 2025) and can be used for communication purposes.
- There will be a second round of registrations for the Incentive Fund in 2024 after the summer-break. These projects may start in 2025.

## QUESTIONS ABOUT THIS CALL?

Please contact us at [dei-advisoryboard@utwente.nl](mailto:dei-advisoryboard@utwente.nl) if more information is needed.

Curious about the projects from 2023? Check out the [website](#).

