Applications are invited to the new University Diversity Fund that allocates grants of up to £1500 to initiatives addressing inequalities and embedding diversity and inclusion at the University.

1. **The University Diversity Fund objectives**

The Fund will support initiatives that address **one or more** of the objectives below:

* Raise awareness about issues related to equality and inclusion, and address inequalities such as racism, gender inequality or homophobia;
* Increase the representation of women, Black, Asian and Minority Ethnic staff & students and other underrepresented groups;
* Address barriers faced by particular groups;
* Facilitate the implementation of good practice in equality and inclusion.

1. **Terms and Conditions of the Diversity Fund**

**All** applications have to:

* Contribute to institutional E&D goals (see https://www.equality.admin.cam.ac.uk/) including race equality priorities <https://www.race-equality.admin.cam.ac.uk/strategic-initiatives-overview/priorities-action>
* Relate to a specific protected group(s) or address intersectionality <https://www.equality.admin.cam.ac.uk/training/equalities-law/public-equality-duties>
* Have a clearly defined goal and outcome that extends beyond the funding period
* Be realistic and deliverable
* Include a clearly defined evaluation plan specifying how the impact of the project will be monitored
* All applicants should have a contract/be on their course for the duration of their project.
* All applications require a sign-off from the respective Head of Institution or equivalent (or their nominee).
* All applicants must ensure that their projects can be delivered by the end of November 2019.

1. **Eligibility**

Staff and students are welcome to apply including:

* Academic Staff
* Academic-related and Assistant Staff
* Researchers and Postdocs
* Undergraduate and Postgraduate Students

1. **Funding limitations**

* Funding will be allocated **to respective institutions, not to individuals directly,** and will be administered by the hosting institution.

1. **Reporting requirements**

Successful applicants will be required to submit a **final report by the end of December 2019** outlining how the project met its objectives.

1. **How to apply**

Please apply by filling out and sending the Application Form to [equality@admin.cam.ac.uk](mailto:equality@admin.cam.ac.uk)including:

* A description outlining how the project meets the University Diversity Fund objectives, terms and conditions;
* The amount applied for;
* Signed statement from Head of Institution or equivalent (or their nominee) confirming that the institution will host the project.

A committee including a University Equality Champion, Diversity Networks’ representative, students and staff members will assess the applications following the principles of fairness and transparency.

Application closing date: **5pm** on **Wednesday 17 April.**

Notification of outcome: by **Friday 3 May**

**Information for the institutions hosting the project**

Costs for the project should be charged to a departmental cost centre of your choice and the Source of Funds is LFHA. Please use the appropriate CUFS transaction codes for the expenditure. You may need assistance from the Finance Division to set this up for you – the contact is [UFS\_GL@admin.cam.ac.uk](mailto:UFS_GL@admin.cam.ac.uk). For general financial guidance, please contact Chris Patten at [Chris.Patten@admin.cam.ac.uk](mailto:Chris.Patten@admin.cam.ac.uk). There is an expectation that Financial Regulations are followed.

After the event, please provide copies of invoices and a list of costs incurred. On receipt of this documentation and subsequent review, HR will instruct the Finance Division to journal sufficient ‘income’ to cover your costs.