FAQ

1. Who can apply?

- **Funding Line: Teaching and Learning**
    - o Teachers (Professors, academic staff)
    - o Teaching & Learning units
- **Funding Line: Research and PhD**
    - o Doctoral Researchers
    - o Early-career Researchers (e.g., Post-docs, Ad-hoc lecturer/professor etc.)
    - o Research Units (i.e., Doctoral Schools/programmes, Research centres, PhD communities etc.)
    - o Tenured Researchers (e.g., Professors, Associate Professors etc.)
- **Funding Line: Student Activity**
    - o Under- and Postgraduate students (including PhD Students)
    - o Student organisations/associations
    - o Units and service centres of Unite! Universities (such as sports unions, language centres etc.)

2. What can be funded?

- Personnel costs should be included with clear justification (e.g., organisational tasks, conceptualising, preparatory work, accrediting, applying, setting up conditions)
- Travel expenses (sustainable modes of travel preferred, Erasmus+ mobility schemes should be used wherever possible)
- Other costs that can be funded include material resources, research consumables, on-site/blended workshops, external service providers (e.g., moderators, language services).
- Acquisition of large technical equipment and replacement of standard equipment is excluded.
- **Funding Line: Teaching and Learning**
    - o Staff cost for teaching or grants/stipends for students are not funded.
- **Funding Line: Research and PhD**
    - o Costs for PhD or Post-doc stipends are not funded.
- **Funding Line: Student Activity**
    - o Student grants or remuneration are excluded from funding.

3. What are the application requirements?

- **Funding Line: Teaching and Learning & Research and PhD**
    - o Applications must comprise of research/academic staff or teachers or teaching units from **at least three UNITE! member universities**.
- **Funding Line: Student Activity**
    - o Applications must comprise of at least students or student organisations from **two UNITE! Member universities.**

4. What are the necessary supporting documents?

- **Funding Line: Teaching and Learning & Research and PhD**

- o Supporting documents by the dean of studies of the participating departments of the universities.
- **Funding Line: Student Activity**
    - o Supporting documents by the student organisations, department/unit heads wherever deemed necessary.

5. When is the application deadline?

- **Funding Line: Teaching and Learning & Research and PhD (annual call)**
    - o Due date: **31 May 2023**
- **Funding Line: Student Activity (bi-annual call)**
    - o Due date: **15 May 2023** (first funding cycle)

6. When are the evaluation decisions expected?

- **Funding Line: Teaching and Learning & Research and PhD**
    - o Decision will be taken by **30 June 2023**
- **Funding Line: Student Activity**
    - o Decision will be taken by **15 June 2023**

7. Who should be contacted for application guidance and further questions?

- Inquiries can be emailed to: **seedfund@unite-university.eu**
- **Funding Line: Teaching and Learning & Research and PhD**
    - o Please contact your university's **Key Liaison Officer** (KLO) for Unite! Alliance
- **Funding Line: Student Activity**
    - o Please contact your university's **Student Liaison Officer** (SLO) for Unite! Alliance

8. How should the applications be submitted?

- **Application form** (Max. 3 A4 pages+ signatures additional as PDF) along with **budget table** for the funding measure you are applying; should be uploaded on the submission folders provided on Metacampus.
- Applications can also be emailed to: seedfund@unite-university.eu
- Please use the following format for submitted files: Application_Funding Measure_USF_Coordinating University Name (e.g Application_R-PhD_USF_TUDa.pdf, Budget_T-L_USF_UPC.xlsx, etc.)