

# ENLIGHT+

## Application Guidelines

### About

In order to support joint activities between the ten ENLIGHT universities (University of the Basque Country, Universities of Bern and Bordeaux, Comenius University Bratislava, Universities of Galway, Gent, Göttingen, Groningen, Uppsala and Tartu), the ENLIGHT+ programme offers funding to support small-scale (student) initiatives, aiming to foster the development of various bottom-up projects, including but not limited to those focusing on green and inclusive campus initiatives.

The overarching objective of this call for proposals is to cultivate a vibrant academic community within the ENLIGHT universities by offering financial support to teaching staff, academic and non-academic staff, PhD candidates, and students. The focus of this support is to facilitate the organisation of joint small-scale projects, collaborative events, or workshops, while also encouraging initiatives that actively contribute to the advancement of sustainability practices and the promotion of inclusivity within our academic ecosystem.

ENLIGHT acknowledges the necessity of providing an environment where faculty, staff, and students are respected and valued for their contributions to be able to work and study effectively. This commitment extends to all individuals, ensuring equal treatment irrespective of social status, ethnicity, (dis)ability, marriage and civil partnership, pregnancy and maternity, ethnic origin, religion, and belief, sexual orientation, gender identity, or any other distinguishing factors. Furthermore, ENLIGHT is committed to helping faculty, staff, and students to balance the multiple responsibilities associated with work, academic, and personal life.

As part of our commitment to sustainability, we emphasise that all proposed initiatives, including mobility projects, should align with environmentally friendly practices. ENLIGHT encourages applicants to adopt, if possible, green mobility solutions, aiming to mitigate the immediate climate impacts associated with increased mobility levels. We seek proposals that not only address short-term challenges but also serve as exemplars for significantly reducing emissions in both mobility and daily living.

### Funding

Please note that only members of ENLIGHT universities are eligible to apply. This includes teaching staff, academic and non-academic staff, doctoral candidates, and students. Before applying, please consult your home university to confirm your eligibility as it may vary depending on your home university. At least three ENLIGHT partners must be involved in the proposed initiative or two ENLIGHT partners in case of virtual exchange. As applicants can seek funding from their home institution, each partner must submit their own application if they require a budget. Applications cannot be submitted on behalf of the entire project team. Please note that the maximum funding amount and deadlines for implementing the proposed measures may vary depending on your university. For detailed information, refer to Annex 1.

Outputs (courses, events) should be open to the targeted staff and students of all ENLIGHT partners. In addition, students are encouraged to submit proposals seeking funding for a diverse range of initiatives, standalone or integrated into research or art projects (e.g. with potential bachelor/master thesis outcomes).

### Costs eligible for funding may include:

- Organisational support *includes funding for small events, conferences, outreach programmes, campaigns, or workshops held at applicant's university and aimed at enhancing collaboration within the ENLIGHT community. This may cover costs related to catering, venue, communication, or other associated expenses incurred by the applicant.*
- Mobility funding *is available for joint activities and should be used for mobility costs that are not covered by other mobility schemes. This may include travel expenses, accommodation, and other related costs incurred by the applicant.*

Applicants are encouraged to ensure that the proposed costs align with the objectives of the ENLIGHT+ programme. Eligible costs may vary between universities. For clarification or assistance regarding eligible costs at your institution, please contact the ENLIGHT offices.

*Participating universities can support their own academics, staff, and students. However, since (internal) funding conditions for ENLIGHT differ considerably per university, ENLIGHT partner universities will never be obliged to provide financial support because one of the other partners does. This is at the discretion of each partner university.*

## Deadlines

30 September 2024, 31 January 2025

## Selection criteria

**Formal criteria.** At least three ENLIGHT partners are involved in the proposed initiative or two ENLIGHT partners in case of virtual exchange. Applicants must have institutional affiliation with one of the ENLIGHT universities. The format of the proposed activities adheres to the guidelines outlined in the ENLIGHT+ call.

**Quality.** Applications are assessed on the feasibility of proposed initiatives. The anticipated output must be accessible to the targeted groups (students, staff, academics) of the ENLIGHT partner universities. Applications are evaluated based on their contribution to the objectives of [ENLIGHT](#).

**Specific criteria.** The budget and implementation timeline of the proposal must correspond to the criteria set by the applicant's home university.

## How to apply?

To apply, please submit the completed application form and any necessary supporting documents as a single PDF through the [application portal](#).

## Evaluation process

The applicant's home university is responsible for the selection process. Decisions are communicated no later than six weeks after the application deadline.

## Reporting

Successful applicants will be required to provide a short report upon completion of the project.

## Questions

The ENLIGHT team is committed to providing a dedicated platform for public relations matters, facilitating seamless communication between ENLIGHT partners. Leveraging the strength of our already established community of practice, we stand ready to offer valuable assistance throughout

your project. This encompasses facilitating seamless communication with ENLIGHT partners, orchestrating matchmaking for potential collaborators, and providing an array of public relations services tailored to amplifying the visibility of your project through ENLIGHT.

University	Contact details
University of the Basque Country	enlight@ehu.eus
University of Bern	enlight@unibe.ch
University of Bordeaux	enlight@u-bordeaux.fr
Comenius University Bratislava	enlight@uniba.sk
University of Galway	enlight@universityofgalway.ie
Ghent University	enlight_call@ugent.be
University of Göttingen	enlight@uni-goettingen.de
University of Groningen	enlight@rug.nl
University of Tartu	enlight@ut.ee
Uppsala University	enlight@uu.se

# Annex 1

Please note that the maximum funding amount and deadlines for implementing the proposed measures may differ depending on your university. Please refer to the table below for details regarding the budget limits and implementation deadlines specific to your university. The main applicant should review the requirements of their home university to which they will be applying.

University	Specific requirements: budget limit, implementation deadlines etc.
<b>University of the Basque Country</b>	<p>The maximum requested budget per proposal cannot exceed €6,000€, with a limit of €1,000€ for student initiatives.</p> <p>Accommodation and catering: in compliance with UPV/EHU per diem rates.</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight@ehu.eus">enlight@ehu.eus</a></p>
<b>University of Bern</b>	<p>The maximum requested budget per application is CHF 5,000 (approx. €5,100).</p> <p>Student initiatives are strongly encouraged, and in this case, collaboration with only 1 other ENLIGHT partner is sufficient if well justified in the application.</p> <p>Small-scale projects and initiatives are prioritized. For mobility costs outside such projects or initiatives, please direct your enquiries toward <a href="mailto:enlight@unibe.ch">enlight@unibe.ch</a> for alternative funding options.</p>
<b>University of Bordeaux</b>	<p>The maximum requested amount per application is €5,000.</p> <p>Small events/activities at UBx university (catering, small expenditures...), accommodation and travel costs for mobilities must all be in compliance with UBx regulations.</p> <p>A limited number of projects can be funded.</p> <p>All measures must be completed within 12 months following the acceptance of the proposal.</p> <p>For further inquiries regarding cost eligibility, please contact the ENLIGHT office: <a href="mailto:enlight@u-bordeaux.fr">enlight@u-bordeaux.fr</a></p>
<b>Comenius University Bratislava</b>	<p>The maximum requested budget per application €5,000.</p> <p>All measures must be completed in the Slovak Republic by the end of 2024 (including spent funding).</p> <p>Deadline for the final report (measures realised in Slovakia) submission is 30 November 2024.</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight@uniba.sk">enlight@uniba.sk</a></p>

<b>University of Galway</b>	<p>The maximum amount for University of Galway led projects is €5,000 (including all hosting and travel costs).</p> <p>All projects must be completed by November 2025.</p> <p><i>The maximum available to travel to an ENLIGHT partner event is €1,000 - Local Travel policies must be adhered to.</i></p> <p>Student initiatives are capped at €1,000.</p> <p>A limited number of projects can be funded.</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight@universityofgalway.ie">enlight@universityofgalway.ie</a></p>
<b>Ghent University</b>	<p>For outgoing mobility for staff: max. €1,000 (travel and subsistence)</p> <p>For activities at Ghent University: max. €2,500 organizational costs (venue, catering...)</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight_call@ugent.be">enlight_call@ugent.be</a></p>
<b>University of Göttingen</b>	<p>The maximum budget per initiative is €2,000, with a limit of €1,000 for student initiatives.</p> <p>All measures must be completed within 12 months following the acceptance of the proposal.</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight@uni-goettingen.de">enlight@uni-goettingen.de</a></p>
<b>University of Groningen</b>	<p>For outbound travel/subsistence costs the E+ 131 tariffs apply with a max of 10 days. For events in Groningen max contribution is €1,500.</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight@rug.nl">enlight@rug.nl</a></p>
<b>University of Tartu</b>	<p>The maximum budget per initiative is €2,000.</p> <p>All initiatives must be completed by the end of 2024.</p> <p>This measure is not intended for international mobility.</p> <p>For further inquiries regarding cost eligibility, please contact: <a href="mailto:enlight@ut.ee">enlight@ut.ee</a></p>
<b>Uppsala University</b>	<p>The maximum budget per initiative is €2,000.</p> <p>A limited number of projects can be funded (currently one with a focus on sustainability and one on inclusion).</p> <p>For further inquiries regarding cost eligibility, please contact <a href="mailto:enlight@uu.se">enlight@uu.se</a></p>