# EDI Services funding application guidance

Completed forms should be submitted to [EDI@lboro.ac.uk](mailto:EDI@lboro.ac.uk by)

First panel: 21 November 2023

Application deadline: 14 November 2023

Second panel: 25 March 2024

Application deadline: 18 March 2024

Planned activity must be carried out within this financial year, before July 31 2024.

Please consider whether there is already funding available for this activity in the School/Department before applying.

EDI Services can provide advice and support with carrying out planned activity.

Successful applicants will be asked to provide a brief report after the activity is carried out, to help us measure impact and plan for next year.

Proposals should link to Loughborough’s EDI strategy. You can refer to the following documents to inform your project objectives:

[EDI Strategy](https://www.lboro.ac.uk/strategy/strategic-aims/edi/)

[Core Plans](https://www.lboro.ac.uk/strategy/strategy-in-action/)

[Race Equality Charter key imperatives](https://www.lboro.ac.uk/equity-diversity-inclusion/race-equity/race-equality-charter/key-imperatives/)

[REC Action Plan](https://www.lboro.ac.uk/equity-diversity-inclusion/race-equity/race-equality-charter/)

[Athena Swan action plan](https://www.lboro.ac.uk/equity-diversity-inclusion/gender-equity/athena-swan/)

Decision process

Applications will be anonymised and reviewed by a panel including panel members who do not work in EDI Services and are not affiliated to any of the networks.

All applicants will be informed of the outcome of their application. Successful applicants will be contacted by the EDI Team to discuss disbursement of funds.

If you would like any guidance on your planned initiative and its associated budget, please contact [EDI@lboro.ac.uk](mailto:EDI@lboro.ac.uk)

# EDI Services Funding application form 2023/24

|  |  |
| --- | --- |
| Title of Activity |  |
| School/Department |  |
| Timeline of Activity |  |
| Name of colleague(s) leading the activity |  |

|  |  |
| --- | --- |
| **Rationale for the activity** *c.200 words*  *Link to EDI core plan, EDI strategy, charter mark action plans, etc* | |
|  | |
| **Project objectives** *c.200 words*  *Outline what you hope to achieve with this project* | |
|  | |
| **Brief overview of planned activity** *c.300 words* | |
|  | |
| **Measures of success** *c.200 words*  *Outline the outcome/impact if this work is successful e.g.*  *a. 30 staff on fixed term contracts to have engaged with focus groups*  *b. Feedback to show an increase in students’ confidence in engaging with the Wellbeing Team*  *c. A report and recommendations to be brought to the Race Equity Working Group by March 2023* | |
|  | |
| **Monitoring & Evaluation** *c.200 words*  *Outline the methods you will use to measure performance against objectives.*  *You can also here include how you will evaluate participant experience or the experience of other stakeholders.* | |
|  | |
| **Bid amount** *c.200 words*  *Please provide a breakdown of costs associated with the project* | |
|  | |
| **Do you have the support of your Dean/Director/Chair to deliver this work if successful?**  *Discussions around support for delivery of work should take place before submitting this bid* | |
| Yes ☐ | No ☐ |

|  |  |
| --- | --- |
| **Name** |  |
| **Date** |  |

*Budget request outcome*

|  |  |
| --- | --- |
| **Date request considered** |  |
| **Outcome of request and any points to note** |  |