

# D&I Grant

Strength and Connection Through Diversity and Inclusion

*Grants for students of TU Delft*

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*Instructions Round 2 – March 2023*

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## Introduction

This Diversity & Inclusion (DI) Grant provides funding for initiatives by students and student organisations intended for improving and promoting the overall state of diversity, equity and inclusion within the university. The grants are meant to allow students and student organisations to be more involved in the university's D&I goals and to give them the opportunity to contribute to these goals via grassroots initiatives and to stimulate the building of a diverse and inclusive community.

## Deadlines for Applications

- Round 1: 1 November 2023
- Round 2: 1 March 2024

## D&I Goals

Granted initiatives make a sustainable contribution to diversity, equity and inclusion within the university.

TU Delft considers a safe, diverse and inclusive learning and working environment to be essential for all staff and students. Our goal is to promote a thriving environment for all staff and students. We strive for a richly diverse work environment that provides equal opportunities, brings people together, embraces differences and leads to a sense of belonging.

Initiatives by students and student organisations therefore should contribute content to one or more of the following D&I goals:

- **Awareness and Empowerment:** Initiatives that raise awareness about D&I and empower people to act and behave more inclusively. They help ensure that people within the university can contribute to an inclusive environment and an inclusive culture and make TU Delft a place where people feel they belong.
- **Inclusive Education:** Initiatives that contribute to an inclusive classroom by reducing barriers to learning, promoting the full participation of all students and increasing the university's ability to accommodate all students regardless of their differences.
- **Attract and Retain Students:** Initiatives that increase diversity and representation amongst students. These initiatives involve more than just providing information materials and hosting events. For example:
  - Proactive outreach efforts
  - Inclusive and equitable educational activities
  - Increased diversity and representation among students
  - Efforts that improve the inclusive campus
  - Efforts that contribute to diverse and inclusive community-buildingThese efforts foster connections, trust and cooperation among individuals or groups within the TU Delft community to promote shared goals and values, a sense of belonging and the overall well-being of everyone.

## Who can Apply

Applications should be submitted by a team of at least two TU Delft students. A team can apply on behalf of one or more student organisations. Students who are not affiliated with a student organisation are also encouraged to apply. New collaborations, for instance across student organisations or faculties, are encouraged. When a specific underrepresented group is targeted, this group is also represented in the team. The team must be diverse or be able to satisfactorily explain why it is not diverse.

Applicants agree to commit to the entire duration of the initiative.

Applications should be supported by one of the Faculty Diversity Officers (FDOs).

## Submitting an Application

You can find the application form at <https://www.tudelft.nl/di-grant>. Send the completed form and the statement of support from the relevant party/parties to [diversity@tudelft.nl](mailto:diversity@tudelft.nl).

## Budget

You can apply for a maximum of EUR 3,000 per initiative.

## Assessment Procedure

Applications can focus on a single or multi-faculty-level or on a university level. The procedure follows two different paths. In all cases, the D&I Office takes the final decision on whether a submission is awarded a grant.

### Initiatives on Faculty level or Multi-Faculty level

#### *By students with the involvement of an FDO or multiple FDOs*

A team of students must submit the application form to the D&I Office after consulting the relevant Faculty Diversity Officer(s) (FDOs) before the deadline. The FDO (or FDOs) review the application based on the criteria and provide a written statement of support to the applicants. This statement of support must accompany the application form.

#### *By FDOs*

Alternatively, FDOs can initiate an initiative in collaboration with students or student organisations.

When an application is initiated by an FDO, the application must still be submitted by a team of students.

In both cases, the relevant FDO will assume a mentor role in the initiative or appoint someone in the corresponding faculty.

Names and contact details of FDOs can be found at [D&I staff \(tudelft.nl\)](#)

### Initiatives on University level

In some cases, when an initiative overarches all faculties, the application can be directly submitted to the D&I Office before the deadline and does not have to go through an FDO. The team can suggest a mentor (a TU Delft staff member) for their project.

Applications will be reviewed by the D&I Office, who may consult members from the D&I Board for advice. After review, the D&I Office will take the final decision and duly inform the applicants about the decision

### Eligibility

The application should fulfil the following basic requirements:

- The proposed idea should be a new initiative or activity or a clear extension of an existing one.
- The initiative should contribute to one or more of the D&I goals outlined in this document.
- Teams should consist of at least two persons. We strongly encourage diverse teams and when an initiative targets specific underrepresented groups, the targeted group or groups are represented within the team.
- The maximum duration of the proposed project/activity is 12 months from the designated starting date.
- If the proposal is submitted on Faculty level, it must be reviewed by the FDO of the faculty. The review process includes an accompanying written statement. In case of multiple faculties one written statement is sufficient.
- Only one proposal can be submitted per person per round.
- Only students or student organisations affiliated with TU Delft are eligible to submit an application.
- Applicants should be available during the execution timeline of the initiative.

### Assessment Criteria and Procedure

Applications will be assessed based on the following criteria:

- **Problem statement clarity:** The proposal presents a clear problem or need that the initiative intends to address.
- **Initiative clarity and quality:**  
The proposed initiative is well defined and structured (feasibility and depth of planning)
- **Expected output, outcomes and impact alignment with the D&I goals:**  
The anticipated results, outcomes and potential impact are formulated and aligned with D&I goals.
- **Suitability of the team:**  
The relevant experiences and skills are available in the team to implement the idea.

All applications that receive a “good” rating are considered eligible for funding. In situations where there are more "good" applications than available funding, the D&I Office will prioritise selection based on two criteria: (1) the diversity of the initiatives and alignment with D&I goals, target groups and faculties, and (2) the overall quality of the proposals and the score in relation to other applications.

## Timeline

### Round 1:

Launch call Round 1	27 September 2023
Development applications and consultation FDOs	September/October 2023
Deadline Round 1	<b>1 November 2023</b>
Decision by D&I Office	20 December 2023
Start projects	Q1 2024

### Round 2:

Round 2 will only be opened if funding is still available.

Launch call Round 2	27 September 2023
Development proposals and consultation FDOs	January/February 2024
Deadline Round 2	<b>1 March 2024</b>
Decision by D&I Office	20 April 2024
Start projects	Q2/3 2024

## Monitoring of Projects

During the project runtime, changes to the budget or set-up can be requested (with argumentation) and must be approved by the D&I Office. After initiatives are completed, applicants will write a short report (1 - 2 pages) and add photos, videos or other media if relevant. The report explains how the initiative was executed and how the outputs and outcomes were achieved. This document is then sent to the D&I Office to ensure that the project was conducted as planned before the project is concluded.

## Expenses

Teams will receive 70% of the budget at the start of the project and 30% after finishing the project. Teams can request to receive the final 30% before the end of the project to cover expenses. At the end of the initiative, expenses and invoices will be reviewed to check whether they are in line with the budget proposed in the application and/or approved changes.