



## UCD Sustainability

### Sustainability Spark Scheme Small Responsive Funding Call

#### About the scheme

The Sustainability Spark Scheme provides small awards to UCD staff for activities that stimulate external engagement or collaboration with academic or non-academic partners for new sustainability research projects and initiatives aligned to [UCD's sustainability mission, vision and objectives](#). Multiple awards will be made through a rolling call, to which applications can be submitted at any time.

Applications must demonstrate a clear pathway towards strengthening existing collaboration or establishing new collaboration or external engagement with potential for furthering the sustainability agenda. Eligible requests could include contributions to the costs of workshops and other events, to travel costs for the applicant or to pay for a visitor to come to UCD, or costs related to sustainability initiatives on or beyond campus.

#### The scheme has two strands:

Strand A: travel, visitors, initiatives involving one individual, up to €650

Strand B: workshops, events, initiatives involving multiple individuals, up to €850

The scheme offers funding primarily where other funding is either not available or where the timing of funding calls do not fit with the timeline of the proposed activity. It is not envisaged that this scheme would support training activities or conference attendance unless the applicant is playing a significant role, e.g. convening a workshop or as an invited participant in a panel discussion with high potential for new collaborations.

The scheme provides small awards throughout the year, with rapid decisions to accommodate opportunities as they arise. We aim to communicate a decision on applications within two weeks; funding will be awarded on the basis of the quality of the application and availability of funds. A total of €20,000 has been allocated to this scheme.

The Sustainability Unit's Spark Scheme is supported by Performance Funding from the Higher Education Authority (HEA) and linked to the 'Creating a Sustainable Global Society' theme of the UCD Strategy 2020-2024 'Rising to the Future'.

## **Who is eligible to apply?**

UCD staff including faculty and professional/technical staff. Applications can be made which include allocation of costs to students as part of staff-led initiatives such as participation in international competitions or workshops.

## **What is the application process?**

Applicants should complete the [online form](#), which requests the following information: :

- Name
- School
- Role at UCD
- Strand A or B
- What is funding required for? (up to 50 words)
- How will the proposed activity benefit you? (up to 150 words)
- How will the proposed activity benefit UCD's sustainability mission? (up to 150 words)
- Budget and justification (up to 100 words)

You will receive a response to your application within 2 weeks of submission.

## **What is the review process?**

A review panel consisting of three members of the UCD Sustainability Unit or Core Working Groups will score applications on the basis of information provided. A decision will be taken as to whether the application is fundable and whether there is sufficient budget available to support it, with a response provided to the applicant within two weeks of the application.

## **How will the award be managed?**

The funds will be administered through the UCD Sustainability Unit, with awardees requested to submit expenses claims or spend allocation via UCD Purchase Order.

## **Reporting**

Awardees will be required to provide a 200-500 word report on completion of the activity outlining any initial outcomes and impacts of the award. Awardees may also be invited to engage with the UCD Sustainability Communications Officer to share any positive outcomes and learnings that arise from the award. Failure to provide the required report as mentioned above will result in funding being withheld and the awardee being ineligible for further rounds of the Scheme. We would also request that outcomes that arise subsequently (e.g., grant applications submitted, papers published, reports or policy briefs submitted) are reported to the UCD Sustainability Unit when they arise, and that the support of UCD Sustainability is acknowledged where appropriate.

## **Any questions?**

Please direct any questions regarding the Spark Scheme to [vpsustainability@ucd.ie](mailto:vpsustainability@ucd.ie).