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EDI Sub Fund 2020/21 |Application Form

**Section 1: Applicant Details**

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| Name of Lead Applicant |  |
| Position of Lead Applicant |  |
| Department/Network/Group |  |
| Email address of Lead Applicant |  |
| Name of Project/Activity |  |
| Date of Application |  |

**Section 2: Purpose of Application**

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| 1. Please provide an overview of the project/activity/event? (400 words max) |
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| 2. Please Specify the amount you are requesting?  |
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| 3. Describe the intended impact of the project/activity/event and how this will drive inclusivity throughout the university? (1000 words max) |
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| 4. Please provide a detailed timeline with key deliverables for delivery? |
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| 6. Has this project run before? Yes/No | **YES** | **NO** |
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| 6a. If No please proceed to Q7 |
| 6b. If Yes please specify where funding was sourced previously? |  |
| 6bi. Please confirm why this funding stream is no longer available? |  |

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| 7. Provide a full breakdown of all costs related to activity/project/event. Please include detail on where you have gotten costings from that would be most helpful, e.g. for staffing what Grade are they being paid on, contract type, etc.  |
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| 8. Please provide any supporting information relating to your application. (Attachments can be added) |  |

**Section 3: Declarations**

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| 10. Does this project constitute usual department/college/office activities? | **YES** | **NO** |
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| 11. Is funding available elsewhere? | **YES** | **NO** |
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| 11a. Please detail which funding options you have looked into for this project. |
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| 12. Have you applied to the EDI fund before for this project? | **YES** | **NO** |
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| 12a. Please detail why you were not awarded the award previously. |
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| 13. Successful applicants will be required to provide regular updates on progress and provide an overview of expenditure. Any unspent funding will revert to the fund. Do you consent to these terms? | **YES** | **NO** |
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