Key Changes as of 2026

Who can apply?

- PhD-related applications are **no longer eligible** (including those not part of formal programmes).

Requirements for a complete and correct application

- Applications with **incomplete or incorrect information** will be **rejected outright**.

  o Applications must not be placed "on hold" for revision.

  o If unclear, applicants may be invited to reapply in the next round.

- Applicants will be encouraged in the application form to consult their **faculty advisors for finance or grants** in order to submit a clear application with a transparent and feasible budget.

Financial Guidelines

Salary Costs

- Salary costs of the applicant or existing staff are **not eligible**.

- Additional project-specific personnel (e.g. student assistants, temporary support) are eligible.

Faculty Contribution

- Faculty contribution is no longer a requirement or preference.

- UFL may explicitly support initiatives that lack faculty co-funding.

Budget

- The budget must be transparent, detailed and fully justified.

- All cost categories must be clearly explained.

- Only project-specific costs are eligible.

- Applications must specify whether **additional funding** (e.g. faculty, sponsors, ticket sales) is available. If not, applicants must justify why external funding is not possible.

Materials and Equipment

- Basic infrastructure is not eligible.

- Project-specific equipment or materials may be funded if **essential** and well justified.

Grant Allocation and Administration

- Grants are awarded **in full or not at all**. Minor budget adjustments may be proposed by the committee if justified and accepted by the applicant.

- In case of oversubscription, priority goes to proposals that best meet requirements and preferences.

Expiration of Grant

- Granted subsidies must be claimed within **three months after project/event completion**.

- Extensions require **prior written request** and formal approval.