

# Detailed Seed Fund Guidelines

## Climate and Biodiversity Research and Education

### 0. Scope of the call

0.1. This call invites proposals for interdisciplinary research and education projects related to the Leiden-Delft-Erasmus Program Climate and Biodiversity and its affiliated subthemes.

### 1. Eligibility to submit proposals

1.1. Main applicant must be academic staff at Delft University of Technology, Leiden University or Erasmus University Rotterdam, with a contract of employment for the full length of the proposed project. Co-applicants do not need to be staff of these universities.

1.1.1. The project partner consortium should at least hold members two of the three universities (or its affiliated institutes) Leiden University, Delft University of Technology, and Erasmus University of Rotterdam, three is encouraged. New proposals from existing collaborations are encouraged.

1.1.2. The project partner consortium should at least hold one early career researcher or educator (<10 years of experience).

1.1.3. The project partner consortium is encouraged to hold at least one *external partner* (governmental institution, NGO, start-up, foundation).

1.2. The project incorporates at least both themes Climate and Biodiversity.

1.2.1. The project activities are encouraged to focus on research or education applied in the outdoor field and resonate with our Program guidelines<sup>1</sup>, and preferably making use of a Living Lab.

### 2. Funding principles

2.1. Proposals can be funded up to the amount of EUR 15,000.

2.2. The total annual funding available is EUR 60,000.

2.3. The funding is provided on the basis that it will be used as catalytic funding for research and education activities that have the potential to develop further, beyond the lifetime of the grant, and ideally leverage external funding.

2.4. Examples of activities that can be funded include, but are not limited to, the organization of workshops, development of new teaching material or new courses, networking efforts, small scale demonstrations of potential use cases of envisioned research, costs made for setting-up joint research or education activities, and preparation for larger research grant applications.

2.5. Funding cannot be used to support research activities subcontracted to companies.

2.6. Please refrain from air travel or other activities with a large carbon footprint, keeping in mind the universities climate and sustainability goals. If included, please motivate accordingly, and keep in mind that (intercontinental) air travel makes your proposal less convincing to the jury.

2.7. Funding cannot be used for staff costs for staff who are already employed but can be used for hiring student assistants.

### 3. Duration of the project

3.1. The maximum duration of each project is one year.

### 4. Call timeline

Call announced	February 11 <sup>th</sup> , 2025
Closing date for submission of proposals:	March 30 <sup>th</sup> , 2025
Successful proposals notified after:	Mid-April 2025

### 5. The proposal shall be comprised of:

5.1. **Climate and Biodiversity Seed Call Project Proposal** that includes the following:

5.1.1. Title of the project

5.1.2. Short abstract (max. 150 words)

5.1.3. List of collaborators

- 5.1.4. A concise description of the objectives, proposed activities, expected results, expected impact and relevance for future research/education activities;
  - 5.1.5. A motivation of how the proposal resonates with the Program guidelines of the LDE Climate and Biodiversity Program.
  - 5.1.6. An explanation on the composition of the team, emphasizing the interdisciplinarity and how external partners will be involved within the project or in the future.
  - 5.1.7. Information on follow-up to the proposed activities, particularly on how funding the proposed activities will contribute to larger-scale transdisciplinary collaboration and/or funding opportunities;
  - 5.1.8. Concise budget with clear break-down of expenses;
  - 5.1.9. Concise planning of the activities;
  - 5.1.10. Any references, figures, and/or tables to illustrate the above.
6. Submission process:
    - 6.1. Applicants should fill out the application form provided at <https://forms.office.com/e/nqYfjVWMc2> including the 2-page PDF Project Proposal.
7. Selection criteria used by the internal review committee:
    - 7.1. Compelling proposal design and rationale.
    - 7.2. Expected impact of proposed activities.
    - 7.3. Fit of the proposed activities to the LDE Climate and Biodiversity Program guidelines.
    - 7.4. The composition of the project consortium.
    - 7.5. Potential for long term continuity of the proposed activities.
8. Review Committee and Procedure
    - 8.1. The internal review committee will be comprised of representatives of the LDE Climate and Biodiversity Program and change annually.
    - 8.2. The review committee will review and rank the proposals. The top 4 will be granted. The criteria used are listed under 7.
9. Reporting
    - 9.1. We request a publicly available deliverable on the activity (e.g. a webpage featuring a visual or written report, a short movie, etc.) after the end of the project.
    - 9.2. We request a short presentation at the kick-off of the project, where at least half of the projects' consortium partners are present. The event is in the week of May 5<sup>th</sup>, 2025, exact location and date will be announced.
10. Open proposal
    - 10.1. The program aims to create a database with creative ideas for research and education, available on the internet. In the form it is asked whether you agree with publishing your submitted abstract and a list of submitters of all projects online, only if agreed to. Moreover, this way a proposal still has the option to be honored via another route and we stimulate in this way that initiatives can find each other in terms of content.
11. For further information on the call or questions, please do not hesitate to LDE Climate and Biodiversity Program coordinator Annelot Broerze at [a.e.w.broerze@tudelft.nl](mailto:a.e.w.broerze@tudelft.nl).