



## Procurement Directive for the Strategic Equality Fund

Valid from February 2016

last changed: Equal Opportunities Commission 03.02.16

### Target:

Leuphana University of Lüneburg has set up an equal opportunities fund of 16,000 euros per year which is intended to promote the realisation of the equal opportunities mandate in accordance with Section 3 (3) of the Higher Education Act (NHG). The Equal Opportunities Fund aims to support measures and funding for activities to foster gender equality and equal opportunities or to support the careers of young academics with family responsibilities. In the area of research and teaching, support is also provided for measures that serve to strengthen and integrate gender and diversity research and to build gender and diversity-related competences.

| Supported activities and initiatives                                                     | Types of projects/activities                                                                                                                                                                                                                   | Intended allocation |
|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>Support of gender and diversity topics, especially science, transfer and training</b> | e.g., for the preparation of congresses, exhibitions and further education events, publications on a proportional basis and cultural/art projects                                                                                              | 25 %                |
| <b>Internal and external events regarding gender and diversity</b>                       | Projects, meetings, congresses, specific courses, project presentations, exhibitions, etc., that address equal opportunity and gender equality issues and promote the gender and diversity competences of university members                   | 20 %                |
| <b>Measures that help to manage family and work responsibilities</b>                     | e.g. childcare costs at congresses, conferences and seminars as well as subsidies for congress fees and travel costs for doctoral students with childcare responsibilities who are not eligible to apply to the Junior Researcher Support Fund | 20 %                |
| <b>Support of equal opportunities within the faculties</b>                               | Support e.g through SHK hours for decentralised gender equality officers; project funds for decentralised gender equality work.                                                                                                                | 35%                 |

The percentages above are given as a guideline only. The fund is limited; it is not possible to cover the full cost of each project. That's why we ask you to also seek supplementary financing

### Eligibility:

All university members are entitled to apply. Applications should be submitted via a supervisor. Students submit their applications via a lecturer. Events and activities must first be reported to the faculty council or dean before the application is made.

### Application process:

The application must be submitted to the president with a copy to the equal opportunities officer. Applications are submitted to the President with a copy to the Central Equal Opportunities Officer. The President decides on the award after consultation with the Central Equal Opportunities Officer.

Applications can be submitted throughout the year. The Central Equal Opportunities Officer gives regular reports to the Senate Commission for Equal Opportunities on the situation regarding applications and decisions. The Senate will receive a report on the decisions upon request.

### Application structure:

The application must contain the following details/content:

- Objective, content and period of the measure
- Person(s) responsible for carrying out the measure
- Amount of the application with a differentiated list.

After completion of the measure, a short written report should be submitted.