

CIVICA

THE EUROPEAN UNIVERSITY OF SOCIAL SCIENCES

Bocconi
University

Central
European
University

European
University
Institute

Hertie
School

IE University

National
University of
Political Studies
and Public
Administration

Sciences Po

SGH Warsaw
School of
Economics

Stockholm
School of
Economics

The London
School of
Economics and
Political
Science



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www.civica.eu • info@civica.eu • LinkedIn: [@civica-eu](https://www.linkedin.com/company/civica-eu)

CIVICA

The European University of Social Sciences

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List of acronyms

Bocconi – Bocconi University

CEU – Central European University

EUI – European University Institute

Hertie – Hertie School

IE – IE University

LSE – the London School of Economics and Political Science

Sciences Po - Institut d'études politiques de Paris

SGH – SGH Warsaw School of Economics

SNSPA - The National University of Political Studies and Public Administration

SSE - Stockholm School of Economics

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Executive summary

The CIVICA Student Engagement Fund (SEF) is a competitive funding scheme supporting student- and early-stage researcher-led initiatives across CIVICA – The European University of Social Sciences. Established to encourage transnational cooperation, innovation, and civic engagement, the SEF framework enables students to develop and implement projects addressing societal challenges while strengthening collaboration among alliance members.

This Handbook consolidates the experience gained through the implementation of the Student Engagement Fund during the 2024/25 and 2025/26 funding cycles and provides guidance for future applicants, project coordinators, evaluators and institutional representatives. It combines operational information, strategic reflection, and lessons learned from practical experience of project selection and implementation.

The SEF projects funded during the 2024/25 and 2025/26 academic years addressed a diverse range of themes, including democracy, sustainability, artificial intelligence, migration, inclusion, gender equality, global governance, education, and social innovation. Together, these initiatives demonstrated the capacity of students to design, manage, and deliver high-impact projects that contribute to the development of the CIVICA community and generate benefits extending beyond individual institutions. The total number of participants in various SEF project events and initiatives exceeded 1300 – and this number included CIVICA master's and bachelor students, early-stage researchers and faculty members, who were involved in the projects in different forms, starting from preparation of different types of events funded within the SEF framework, physical international mobilities between the CIVICA institutions, participation in hybrid or on-line events or advising students on implementation of their ideas.

Analysis of the funded portfolio of SEF projects reveals **several recurring success factors**:

- **strong student and ESR ownership and leadership** – project teams were formed independently by students and early-stage researchers who were responsible for project implementation;
- **effective international cooperation** – project teams demonstrated their ability to cooperate with colleagues and institutional SEF coordinators across the

CIVICA institutions during the preparation and implementation of project proposals;

- **flexibility and adaptive project management** – as the final reports submitted to the SEF coordinator indicated, in many cases the initial assumptions regarding the scope of planned initiatives or the allocation of funds among the expenditure categories envisaged in project budgets ultimately required adjustments, which were made in consultation with local institutional SEF coordinators;
- **production of tangible outputs** – the reported results of SEF projects included podcasts, videos, webinars, cross-campus workshops, seminars, debates, hackathons, awareness campaigns and networking events connecting students, academics and external partners. All of these contributed to CIVICA's mission to build the European university of the future by strengthening cross-border collaboration in education, research, innovation, and civic engagement.

Key messages from the 2024/25 and 2025/26 SEF project cohorts

The experience of the 2024/25 and 2025/26 funding cycles can be summarized in five overarching findings:

1. Students are effective project leaders

When provided with appropriate resources and administrative support, students demonstrate the capacity to design, implement and evaluate complex international initiatives that contribute to achieving the goals of CIVICA – The European University of Social Sciences. Representatives from the CIVICA Student & ESR Board (one per institution) played an essential role and contributed to the selection process.

2. Small grants can generate significant impact

Relatively modest financial outlays (especially when account is taken of the differing allocations to the SEF calls for proposals made by the respective CIVICA institutions) can create substantial educational, social and institutional benefits.

3. International cooperation within the alliance is both a tool and an outcome

Projects create valuable outputs while simultaneously strengthening relationships across institutions and countries. International cooperation within the alliance is both a means of delivering successful projects and a valuable outcome in its own right. By working across institutions and countries, students combine complementary expertise, perspectives, networks and resources, thereby enhancing the quality, relevance and outreach of project activities. At the same time, the process of jointly designing and implementing initiatives builds trust, strengthens intercultural and collaborative skills, and creates lasting relationships among students and institutions. These connections can provide a foundation for future academic, professional, and student and ESR-led cooperation beyond the original funding period.

4. Project implementation requires flexibility

Most of the project teams adapted their original plans while remaining focused on their objectives. Even carefully designed plans may need to be adjusted in response to unforeseen circumstances, such as scheduling conflicts, changes in participant availability, administrative constraints, or fluctuating costs. The experience of SEF project teams shows that adapting activities, timelines or budget allocations does not undermine a project's quality, provided that its core objectives remain unchanged. Successful teams combined realistic planning with responsive decision-making, and maintained close communication with partners, local SEF coordinators, and the CIVICA Secretariat.

5. Lasting impact depends on sustainability

Projects that generate reusable resources (tangible results), networks, and follow-up activities produce benefits extending well beyond the funding period. Lasting impact depends on sustainability because the value of a project should not end with the completion of its funded activities. Projects are more likely to generate long-term benefits when they produce reusable outputs - such as publications, educational materials, recordings, digital resources or replicable event formats - and establish networks that can support future collaboration. Planning follow-up activities, ensuring effective dissemination and embedding results within existing institutional or student structures can extend the project's reach and allow new participants to build on its achievements beyond the funding period.

The evidence gathered through project implementation reports confirms that the CIVICA Student Engagement Fund serves not only as a financial instrument to support specific student and ESR-led activities, but also as a catalyst for student engagement within the alliance and for the development of a shared CIVICA identity.

The Handbook concludes with recommendations for future programme development, including stronger support for sustainability planning, enhanced dissemination mechanisms, increased opportunities for peer learning, and continued investment in student-led experimentation and innovation.

Acknowledgement

This Handbook has been prepared on the basis of the CIVICA Student Engagement Fund Regulations, programme documentation, and project implementation reports submitted by beneficiaries of the 2024/25 and 2025/26 funding cycles and collected by the Work Package 9 Coordinator, SGH Warsaw School of Economics.

The publication reflects the experiences and achievements of numerous students, early-stage researchers, SEF coordinators, Student & ESR Board representatives, and CIVICA staff members who contributed to the implementation of funded projects.

Special recognition is due to the student project teams whose creativity, commitment, and leadership made the initiatives documented in this publication possible.

The CIVICA Secretariat, institutional SEF coordinators at the respective CIVICA institutions, and their Erasmus+ Programme support structures have played an essential role in facilitating the implementation of the Student Engagement Fund and supporting student-led collaboration across Europe.

PART I — CIVICA Student Engagement Fund

Programme Framework

1. Introduction

The CIVICA Student Engagement Fund (SEF) represents one of the key elements of CIVICA Work Package 9 – *Student Community and Identity*. Established to empower students and early-stage researchers to become active contributors to the development of the European Higher Education Area, the SEF provides financial support for innovative, collaborative and transnational initiatives led by members of the CIVICA community.

The CIVICA Student Engagement Fund should not be understood solely as a programme supporting extracurricular student activities. Rather, it constitutes a direct contribution to the strategic objectives of the European Universities Initiative and the broader European Education Area. For CIVICA, the Student Engagement Fund provides a practical mechanism through which students and early-stage researchers can exercise such agency by designing, implementing and evaluating initiatives that contribute directly to the alliance's objectives.

Since its creation, the SEF has enabled students from across the alliance to move beyond traditional academic engagement and assume the role of project designers, organisers, researchers, innovators, and community builders. Through the CIVICA Student Engagement Fund, participants have addressed some of Europe's most pressing societal challenges, including democratic resilience, climate change, artificial intelligence governance, migration, social inclusion, gender equality, and global governance.

The projects funded during the 2024/25 and 2025/26 cycles demonstrate considerable potential of student-led cooperation within CIVICA. Documentaries, workshops, study visits, conferences, policy simulations, hackathons, podcasts, awareness campaigns and intercultural initiatives have generated not only immediate outputs but also lasting networks and new, potentially sustainable partnerships. Although it may be premature to assess the full potential of the SEF on the basis of its first two funding cycles, promising conclusions can already be drawn, and valuable frameworks for student cooperation have been identified.

This Handbook has been prepared to capture the experience accumulated during the implementation of the Student Engagement Fund and to provide future participants, coordinators, evaluators, and institutional representatives with practical guidance and examples of good practice. It aims to serve simultaneously as an operational manual, a strategic reflection on the programme's development, and a repository of lessons learned.

CIVICA – The European University of Social Sciences – brings together ten leading European institutions committed to advancing education, research, and civic engagement through transnational cooperation. The alliance seeks to create a genuinely European learning environment in which students, researchers, academic staff, and professional services collaborate across institutional and national boundaries.

Student engagement occupies a central place within this vision. Universities increasingly recognize that meaningful participation extends beyond formal teaching and learning activities. Students are not only recipients of education; they are contributors to institutional development, innovators within their communities, and future leaders capable of addressing complex societal challenges.

The Student Engagement Fund (SEF) was created to support this broader understanding of participation in university life. It is **a mini-grant scheme** that supports joint student-led initiatives within the CIVICA alliance and fosters cross-campus collaboration among students and student associations from different disciplines and backgrounds as they address important issues facing Europe today, while further enhancing the student experience within the alliance. **By providing seed funding for student-led initiatives, the programme enables members of the CIVICA community to transform ideas into concrete action and experiment with innovative, bottom-up forms of cooperation that might not otherwise be possible.**

The SEF therefore serves three interconnected purposes:

- strengthening collaboration among CIVICA institutions;
- encouraging student initiative and leadership;
- generating societal impact through innovative projects.

The programme contributes directly to CIVICA's ambition to develop a vibrant transnational community characterised by collaboration, inclusion, innovation and civic responsibility.

2. The Student Engagement Fund: An Overview of the Student Cooperation Framework

2.1 Purpose of the Fund

The SEF framework allows students and ESRs to independently identify emerging challenges, propose innovative solutions and create new forms of collaboration across CIVICA's institutional and disciplinary boundaries. SEF projects are expected to produce benefits extending beyond individual participants. Successful initiatives contribute to the broader CIVICA community by creating new knowledge, strengthening institutional connections, promoting intercultural understanding, and generating outputs that can be shared with wider audiences.

Eligible joint projects and initiatives should, among other things:

- promote European collaboration and intercultural understanding by involving students and early-stage researchers from at least two CIVICA partner universities;
- help build a community of students and early-stage researchers through extracurricular activities and initiatives, while benefiting from the diversity and complementarity of the CIVICA network;
- be implemented either by registered student associations from at least two CIVICA partner universities or by an ad hoc project team formed by students and early-stage researchers representing at least two CIVICA partner universities;
- be fully compliant with local rules and policies governing student-led initiatives at each partner university involved;
- bring added value to students and early-stage researchers from the CIVICA alliance and have a positive impact on the respective student communities;
- preferably align with CIVICA's four thematic priorities – Societies in Transition, Crises of Earth; Democracy in the 21st Century; Europe Revisited; and Data-Driven Technologies for the Social Sciences – **or** with other EU priorities, such as sustainability, multilingualism, diversity and inclusion, solidarity, the promotion of European culture and cultural interaction, **or** responses to global and societal challenges. Projects should also have a core focus on the social

sciences, including economics, law, international relations, history and European studies.

2.2 Student Ownership within the Student Engagement Fund

Student and ESR initiatives seeking support within the SEF framework should be **characterised by strong student leadership throughout the project lifecycle.**

Students and ESRs are expected to:

- identify project themes aligned with CIVICA thematic research priorities;
- establish partnerships across different CIVICA institutions (a minimum of two institutions involved is required, but projects including wider participation are strongly encouraged);
- manage project implementation independently, in close cooperation with local CIVICA SEF coordinators;
- communicate their project results in cooperation with the CIVICA Communications Team;
- evaluate project outcomes in implementation reports.

Representatives from the Student & ESR Board are also involved as evaluators during the selection process. By participating in this selection process, students are invited to have an equal voice as local institutional SEF coordinators and bring value to the final selection.

Local institutional SEF coordinators and academic project advisers also play an essential consultative role, but they should not replace student initiative. Since every CIVICA institution contributes individually to the SEF, projects must be managed locally by each partner university in accordance with standard practices, local rules and regulations, and Erasmus+ grant rules.

2.3 Alliance-Level and Local Coordination of SEF Projects

As the coordinator of CIVICA Work Package 9, SGH Warsaw School of Economics is responsible for the alliance-level coordination of the Student Engagement Fund. This responsibility includes:

- publication of calls for proposals in cooperation with Work Package 11;
- selection procedure implemented via my.civica.eu platform in cooperation with Work Package 2
- managing selection procedures, including the formal assessment of proposals, coordination of the substantive evaluation, preparation of the ranking list, initial allocation of funds and coordination of final funding decisions, which must be approved by all institutions involved;
- monitoring programme implementation;
- collecting and processing project implementation reports for the purposes of CIVICA reporting to the European Commission and the future development of the SEF;
- coordination of strategic development of the Fund.

Each participating institution designates local SEF coordinators who are responsible for:

- supporting applicants (including advice at the stage of granting budget pre-approvals);
- advising project teams on financing and administrative procedures;
- facilitating financial administration;
- monitoring project implementation;
- ensuring compliance with institutional regulations.

All SEF student and ESR project teams bear primary responsibility for:

- project planning;
- budget management in compliance with local rules;
- project implementation;
- communication concerning project implementation and results;
- reporting to the SEF coordinator at SGH Warsaw School of Economics.

Clarification of Financial Responsibilities

The division of responsibilities between student teams and local SEF coordinators in financial matters should be understood within the context of each participating institution's internal rules and procedures. Given the considerable differences in

financial and administrative systems across CIVICA institutions, a more detailed or uniform allocation of responsibilities cannot be established at the alliance level.

As a general principle, **student teams remain responsible for managing the project budget from the project perspective.** This includes planning expenditure, ensuring that spending remains within the approved budget and supports the agreed project activities, keeping track of expenditure in cooperation with the local coordinator, and providing the information and supporting documentation required under local rules.

Local SEF coordinators and their institutions are responsible for facilitating the administrative and financial implementation of the project in accordance with their institutional procedures. This includes informing student teams about applicable financial rules and eligible expenditure, supporting or carrying out the required administrative processes, and ensuring that expenditure is processed and documented in line with institutional requirements.

Accordingly, the precise division of tasks related to payments, procurement, documentation, budget monitoring and financial reconciliation may vary between institutions. These arrangements should therefore be clarified between each student team and its local SEF coordinator at the beginning of the project. **The alliance-level framework defines the overall responsibilities, while their practical implementation remains subject to the financial and administrative procedures of each participating institution.**

Overall, the SEF operates through a three-level governance structure that combines alliance-wide coordination, local institutional support and student ownership. SGH Warsaw School of Economics oversees the Fund's common procedures, monitoring, reporting and strategic development, while local SEF coordinators guide applicants, administer funding and ensure compliance with institutional requirements. At the project level, student and early-stage researcher teams retain primary responsibility for planning, budgeting, implementation, communication and reporting. This division of responsibilities ensures consistent coordination across CIVICA while preserving local accountability and the student and ESR-led character of the Fund.

3. Eligibility and Funding Framework

3.1 Eligible Applicants

The Student Engagement Fund is open to students and early-stage researchers (ESRs) affiliated with CIVICA member institutions. Applications should be submitted

by project teams rather than individuals, reflecting the collaborative nature of the programme. Projects should be implemented either by registered student associations from at least two CIVICA partner universities or by an ad hoc project team formed by students and early-stage researchers representing at least two CIVICA partner universities, who are not necessarily members of any formally registered student organisation. While bilateral cooperation is sufficient to meet the minimum eligibility requirements, **projects involving three or more institutions are strongly encouraged, as they tend to generate a broader alliance-wide impact.**

Applicants must remain enrolled at a participating institution for the duration of the project and must demonstrate the capacity to manage the proposed activities responsibly.

3.2 Eligible Activities

The Student Engagement Fund supports a broad range of student-led initiatives, including but not limited to:

- conferences and workshops;
- policy simulations and educational games;
- awareness campaigns;
- hackathons and innovation challenges;
- cultural and artistic initiatives;
- community engagement activities;
- student-led publications;
- digital platforms and educational resources;
- interdisciplinary collaboration projects.

The diversity of projects funded during the 2024/25 and 2025/26 funding cycles demonstrates the flexibility of the programme. Initiatives ranged from documentary film production and migration research to AI governance competitions, sustainability simulations, a gender equality conference, and inclusion-focused sporting activities. The broad range of activities supported by the Student Engagement Fund reflects its flexible and inclusive approach to student engagement. Rather than prescribing a single project format, the SEF enables students and early-stage researchers to select the methods best suited to the challenges they wish to address and the audiences they intend to reach. This flexibility encourages experimentation, interdisciplinarity and creative cooperation across CIVICA institutions, allowing projects to combine academic inquiry with practical action, public engagement and knowledge

dissemination. The diversity of initiatives funded during the first two cycles demonstrates that even relatively modest grants can support innovative projects with meaningful educational, institutional, and societal impact.

3.3 Funding Principles

The Student Engagement Fund is designed as a seed-funding mechanism. Financing joint initiatives should be shared equally, or as evenly as possible, among the partner universities involved. **Each student association or ad hoc local project team is therefore funded by its home university for the portion of the joint initiative that it will implement.** Funds cannot be transferred between institutions within the project's overall budget.

Each CIVICA university may allocate a maximum of EUR 3,000 to a single project or initiative that its students, student associations or ESRs host or participate in under the SEF framework. **The cumulative funding request for a single project or initiative may not exceed EUR 10,000.** Applications for SEF funding therefore require a separate partial budget for each institution, capped at EUR 3,000, and a cumulative budget for the entire initiative, capped at EUR 10,000 and comprising the sum of the partial institutional budgets. Each participating student or ESR team is responsible for preparing the budget for the activities to be covered by its home university. Each university oversees the preparation of its partial budget, which is subsequently incorporated into the project's overall budget. Changes to the original budget are possible with the consent of the relevant institution's local SEF coordinator, **provided that the maximum funding per institution (EUR 3,000) and per project (EUR 10,000) is not exceeded. SEF projects may not be co-financed from external sources.** In the case of LSE, the institution decided to take full part of the initiative by allocating its own internal institutional funds. All expenditure required to implement the project must be included in the project budget and covered by the participating CIVICA universities.

In accordance with the SEF regulations, **eligible expenditure includes, but is not limited to:**

- travel and accommodation for students, ESRs, faculty and staff of the CIVICA Alliance;
- catering for in-person events or meetings, excluding alcoholic beverages;
- material resources and consumables for on-site or blended initiatives, including promotional materials;

- copyright expenses, for example in connection with film screenings or initiatives requiring the use of music or video;
- event organisation services, such as venue rental, setup, cleaning, security, and IT, audio or video support;
- other cost categories, provided that they are justified in relation to the project's objectives and eligible under the requirements of the respective home institution and Erasmus+ programme rules.

The following categories are generally **not eligible**:

- salaries of any kind;
- fees or travel expenses for external guests and third parties not affiliated with CIVICA;
- overheads;
- alcohol, entertainment or gifts;
- expenses constituting an indirect transfer to external organisations;
- the purchase of equipment.

While planning the project budget, the project teams should consult institutional coordinators whenever uncertainty exists regarding eligibility. Overall, the SEF funding model combines shared financial responsibility with decentralised budget management.

4. Project Development and Application Process

4.1 From an Idea to a Project Proposal

Successful projects typically begin with a clearly identified challenge or opportunity. Rather than starting with a predefined activity (for example, 'we want to organize a conference' or 'we want to explore additional options for international mobility'), teams should begin by asking:

- What problem are we trying to address?
- Why is this issue important?
- What added value can CIVICA cooperation provide?
- Who will benefit from the project?
- What do we want to achieve, and how will we know we have succeeded?

Experience from the 2024/25 and 2025/26 SEF project cohorts suggests that **projects with clearly articulated objectives perform significantly better during**

both the selection and implementation phases. A problem-driven approach helps project teams select activities that genuinely respond to an identified need rather than treating an event or mobility as an end itself. Once the challenge, target group and intended outcomes have been clearly defined, it becomes easier to design appropriate activities, allocate responsibilities among partners, and identify realistic indicators of success. It also enables applicants to demonstrate why cooperation within CIVICA is necessary and what participating institutions can achieve together that would not be possible through a purely local initiative. Clear objectives therefore strengthen not only the proposal's persuasiveness but also its internal coherence, feasibility, and capacity to generate measurable results.

A strong SEF project proposal should clearly describe:

- the objectives the project will seek to achieve;
- activities that will be undertaken;
- a realistic timeline and resource plan for carrying out the activities;
- deliverables that will result from the project, including benefits for the participants and stakeholders.

4.2 Team Building

The quality of partnerships is one of the strongest predictors of project success. Project teams should clearly divide roles and responsibilities and establish effective communication channels throughout the project lifecycle. For example, each local project team involved in a project could nominate a representative responsible for liaising with the other teams. It may also be useful to create a separate, convenient channel for direct communication, such as a social media group or an online messaging platform. Regular coordination meetings should be scheduled to facilitate project implementation and allow potential problems to be identified at an early stage. It is also advisable to share project documentation, such as enrolment rules, event schedules, and draft documents, with all local project teams to avoid misunderstandings.

Partnerships should be established at an early stage of proposal drafting. During team building, it is not enough to declare a general willingness to participate: clearly defined contributions from the respective university teams are a prerequisite for a well-designed proposal. To avoid misunderstandings and potential conflicts, roles and responsibilities should be assigned as early as possible. It is also advisable to draw up a realistic implementation schedule and agree on a procedure for amending it. It is not unusual for the initial schedule or the scope of planned activities to require

adjustment. What matters is responding to challenges early enough to safeguard the project's overall objectives.

All the project teams are required to find **at least one faculty or staff member of one of the CIVICA universities involved in the joint proposal to serve as an academic project advisor** throughout the planning and implementation of the project. No external advisors are accepted. In order to avoid possible conflict of interests, CIVICA faculty or staff members performing the role of a SEF project advisor cannot serve in parallel on the CIVICA centralized SEF Committee, responsible for evaluating the project proposals. The project advisor plays an important supporting role within the Student Engagement Fund while respecting the student-led character of the initiative. Drawing on their academic or professional expertise, the advisor may help the project team refine its objectives, assess the feasibility of planned activities, identify relevant methodological or ethical considerations and anticipate potential implementation risks. The advisor can also facilitate access to institutional knowledge, networks, and resources and provide guidance when challenges arise. However, their role should remain consultative: responsibility for project design, decision-making, implementation and reporting must remain with the students and early-stage researchers. Effective project advising therefore combines accessible mentoring with sufficient autonomy, enabling participants to develop their own leadership, cooperation and project-management skills.

4.3 Drafting the Project Proposal – a Practical Guide

Start Early

It is strongly recommended that teams **begin working on an SEF project proposal well before the deadline**. This includes inviting prospective partner institutions early on in the proposal planning process. This gives all parties enough time to commit and coordinate, and facilitates the smooth preparation of the formal application in line with the internal deadlines and requirements of all CIVICA institutions involved. Leaving the application and its submission until the last possible moment increases the risk of filing an incomplete proposal that must be rejected on formal grounds. Last-minute preparation also exposes the project team to insufficient coordination

among the local student groups involved and a lack of coherence across the application.

Understand the Evaluation Criteria

In order to meet the requirements set forth within the SEF framework, **the project teams should get acquainted with the project proposal evaluation criteria**, as these provide useful indication of where applicants should focus their effort. The centralised CIVICA SEF Committee will evaluate applications on the criteria discussed earlier in this handbook. The strongest applications will therefore combine a compelling concept with measurable impact, a genuine CIVICA dimension and a credible implementation plan.

Build Partnerships by Design

Successful partnerships should be built by design rather than through the random selection of partners solely to meet formal eligibility requirements or increase project funding.

Project teams should:

- involve all partners in shaping the idea;
- agree on one project leader and a contact person at each institution;
- define responsibilities, decision-making and communication arrangements;
- contact local SEF coordinators immediately to get valuable advice on internal deadlines and financing procedures.

The project teams should avoid:

- adding a partner university only to meet the eligibility requirement or increase the number of participating institutions just to improve evaluation of the project proposal;

- designing the entire project at one university and asking others merely to endorse it;
- assuming that the same administrative or reimbursement rules apply at every participating CIVICA university.

A convincing CIVICA project should demonstrate co-creation and cooperation, not simply cross-campus attendance.

Define the Problem and the Project's Added Value

The main problem addressed by the project and its value added should be clearly defined. To achieve this, it may be useful to answer the following questions:

- What specific problem or need does the project address?
- Who will benefit?
- Why should it be implemented through the CIVICA Student Engagement Fund?
- What can the participating universities achieve together that one university could not achieve alone?
- What tangible results will the project produce?

Demonstrate the CIVICA Dimension

The “CIVICA Dimension” of the project proposal should be clear. Applicants should explain how the project benefits from involving students and early-stage researchers who represent different social science disciplines, national and institutional perspectives, complementary areas of expertise, student networks or forms of intercultural exchange. The specific contributions of all institutions involved should be clearly identified. It is not enough to describe partner participation collectively without assigning specific roles. Moreover, the Student Engagement Fund gives preference to projects aligned with CIVICA’s thematic priorities:

- Societies in Transition, Crises of Earth;
- Democracy in the 21st Century;
- Europe Revisited;
- Data-Driven Technologies for the Social Sciences.

A proposal should explicitly identify the relevant priority and explain the connection between that priority and the activities and outcomes planned within the project. Simply inserting the name of a priority is unlikely to be persuasive.

Match the Project Scope to Available Capacity

Be ambitious but realistic: ensure that the project's scope and objectives are proportionate to the time, resources and capacity available to the team. For every major activity, specify:

- what will be delivered;
- which institution or person is responsible;
- when it will happen;
- which participants it will involve;
- what resources it requires;
- how completion will be documented.

When designing the project implementation schedule, allow time for:

- university approvals;
- contracting or purchasing procedures;
- travel arrangements;
- participant recruitment;
- communications;
- collection of attendance records and photographs;
- preparation of the final implementation report.

Applicants are required to use the standard application form templates provided when the call is launched.

Prepare a Realistic Budget

A realistic budget strategy should take account of the general limitations of the SEF framework: the maximum total project budget is EUR 10,000, and the maximum

contribution from one university to a single project is EUR 3,000. Each university funds its own students or project team and its respective part of the initiative. All costs to be covered by the SEF must appear in the project budget. External co-financing is not permitted.

Preparing a realistic budget means estimating project costs carefully and ensuring that they are proportionate to the planned activities, expected results, and available funding. Applicants should base their calculations on reliable information, take account of possible price fluctuations and include all expenditure necessary for implementation. The budget should clearly show how each cost contributes to the project's objectives and comply with both SEF eligibility rules and the internal requirements of the participating institutions. Requesting the maximum available amount is not automatically an advantage - a lower, well-justified budget may demonstrate stronger planning and better value for money.

Applicants are required to use the standard budget form template provided when the call is launched.

Secure Institutional Pre-approvals

Pre-approval is a crucial stage in preparing the project proposal. Each institution's partial budget must be pre-approved by the appropriate local body, grant manager, WP9 coordinator or SEF coordinator. The application must include evidence of pre-approval from every participating university. According to the rules, an email from the local coordinator is sufficient.

Applicants should:

- ask every institution about its internal deadline to obtain pre-approval;
- send local SEF coordinators a draft concept and budget well in advance to avoid last-minute stress;
- confirm eligibility of any unusual expense in writing;
- retain all approval messages;
- check whether currency conversion instructions apply.

This is one of the most significant administrative risks. A good project may be rejected without assessment if its application or approval documentation is incomplete.

File the project application before the deadline

SEF project proposals must be submitted through the my.civica.eu platform in accordance with the procedure and deadline specified in the call for proposals. The application should be submitted by the designated project team leader and must include the contact details of all students and early-stage researchers involved in preparing and implementing the proposal. **Applicants are required to use the standard application form provided when the call is launched.**

A complete application must include a cumulative budget for the entire initiative and a separate partial budget for each participating institution. These budgets must comply with the applicable cost-eligibility rules, and every item of expenditure must be clearly justified in relation to the project's objectives and planned activities. Pre-approval from every participating institution is mandatory; proposals that do not include complete evidence of approval will be considered incomplete and therefore ineligible.

5. Project Evaluation and Selection

The selection process aims to identify projects that combine quality, feasibility, and potential impact. Evaluation is not intended solely to reward ambitious ideas. Rather, it seeks to identify initiatives capable of delivering meaningful outcomes within available resources and within the limited project implementation period.

In accordance with the SEF Regulations, the centralised SEF Committee carries out the final selection of the joint projects/initiatives to be funded through the SEF on a competitive basis. **The Committee can only approve project proposals which are pre-approved at each CIVICA partner university involved** in the project/initiative. Prior to substantial evaluation of the SEF project proposals, all pre-approvals granted by the respective CIVICA institutions must be confirmed. The centralised CIVICA SEF Committee convenes once per academic year. The Committee is co-chaired by the

CIVICA Secretariat and the WP9 leader and is composed of:

- one faculty/staff member per CIVICA institution, appointed by the respective CIVICA Steering Committee Member/the WP9 project manager at each Partner University;
- all the members of the CIVICA Student and ESR Board (one per institution). In order to avoid conflict of interest and ensure full impartiality of the CIVICA SEF Committee's work, members of the Student and ESR Board participating in the project teams taking part in the SEF application process, shall not participate in evaluation of the projects. In this case, the respective universities will identify another person (not taking part in any of the projects submitted within the call for proposals) representing the student community to take part in the evaluation of the projects.

Based on the overall substantive assessment (resulting from summing up evaluations by the respective institutions and Student and ESR Board members), a ranking list of all project applications is drawn up by the CIVICA WP9 coordinator.

The acceptance of a project for implementation is determined not only by its place on the ranking list, but also by the availability of funds in the pool of all the universities involved. If the SEF financial resources of any of the participating institutions are exhausted, the next project on the ranking list will be selected for which all the involved institutions still have funds available. It is possible that the funding requested by the project team will be negotiated by the CIVICA institutions involved in order to assure efficient allocation of the SEF resources.

5.1 Evaluation Criteria Explained

Quality and Value Added of the Project (0–20 points)

This criterion assesses the overall strength, coherence and relevance of the project concept, as well as the additional benefits created through cooperation within CIVICA. Evaluators may consider whether the proposal responds to a clearly identified need, defines realistic objectives and presents a logical connection between the planned activities, expected results and target groups. They may also examine whether the initiative offers something distinctive beyond existing activities and whether collaboration between CIVICA institutions is genuinely necessary and meaningful.

In practice, applicants should demonstrate:

- a clearly defined problem or need;
- specific and achievable objectives;
- a coherent project concept and well-designed activities.

The project's **value added** should answer the following question:

What becomes possible because this initiative is implemented jointly within CIVICA that could not be achieved – or could not be achieved as effectively – by one institution acting alone?

A strong proposal will therefore explain how cross-campus collaboration improves the project's quality, reach, diversity of perspectives and potential impact. A weak proposal may describe an interesting local activity but fail to show why international cooperation is needed or what each partner contributes.

Impact on Student Communities and the CIVICA Community (0–10 points)

This criterion addresses the project's reach within the CIVICA alliance. In addition to objective figures, such as the planned number of participants and the number of CIVICA institutions involved, evaluators may consider the meaningful participation of students or early-stage researchers in planned activities, with genuine co-creation rather than the passive involvement of partners. They may also assess whether the roles envisaged for all partner institutions are clearly defined. The project's potential for replication or future continuation may also be taken into account.

Thematic Relevance of the Project (0–10 points)

This criterion assesses the extent to which the proposed initiative meaningfully contributes to one or more CIVICA thematic areas, EU strategic priorities or other focus areas identified in the call for proposals. Applicants should clearly indicate the relevant priority and explain how it is reflected in the project's objectives, activities and expected results. The connection should be substantive rather than limited to a general reference or the use of thematic keywords. A strong proposal will demonstrate that the selected theme shapes the project concept, responds to a relevant European or societal challenge and creates opportunities for students and early-stage researchers to explore the issue from different disciplinary, institutional and national perspectives. Where the project addresses several priorities, applicants

should focus on the most relevant ones and describe their contribution in a clear and coherent manner.

Project Feasibility and Adequacy of the Budget (0–10 points)

This criterion assesses whether the project can be implemented successfully within the proposed timeframe and with the available resources. Evaluators will consider whether the planned activities are appropriate to the stated objectives, whether the implementation schedule is realistic, and whether the project **team has the capacity to deliver the expected results. The budget should contain eligible expenditure and demonstrate value for money by showing a clear and proportionate relationship between the requested funding, planned activities, and expected results.**

6. Project Implementation Phase

One of the most important lessons from SEF projects implemented in the 2024/25 and 2025/26 academic years concerns adaptive management. Several highly successful project teams substantially modified their original plans while maintaining their objectives. The following general challenges were reported by project teams:

- scheduling conflicts (overlaps of different events at respective institutions, involving the same key participants);
- speaker availability issues;
- difficulties accessing university resources, such as suitable rooms, IT infrastructure and official social media communication channels;
- travel complications, including increases in flight costs beyond the project budget and inconvenient connections;
- participant recruitment challenges, including limited interest or unclear selection rules leading to misunderstandings;
- changes to project scope, for example when overly ambitious deliverables cannot be produced within the limited implementation period.

Problems arising during project implementation are normal; **the key to success is responding promptly to identified challenges.** CIVICA institutions funding the project may be asked to approve amendments to the initial budget, provided that the total amount allocated to the project does not increase. Funds cannot, however, be

transferred between institutions. Projects should be implemented in close cooperation with local SEF coordinators, who can facilitate changes to the project budget or schedule. As a rule, such changes are possible provided that the project's defined objectives do not change significantly.

All funded projects should acknowledge:

- CIVICA SEF support;
- Erasmus+ funding;
- participation of relevant institutional partners.

Visibility should be incorporated from the earliest stages of implementation rather than treated as an afterthought. All project teams selected for funding receive detailed instructions from the CIVICA Communications Team, including access to promotional materials for use in project dissemination activities. Information on SEF calls for proposals, procedures, selected projects and activities implemented under the funded projects is also regularly published on civica.eu.

7. Monitoring, Reporting and Evaluation

Project monitoring and reporting are not merely administrative requirements. Although project teams may not always welcome them, they allow the centralised SEF Committee to assess progress, identify challenges, and capture lessons learned in order to improve the future implementation of the CIVICA Student Engagement Fund.

The project teams receive project reporting guidelines and templates in parallel with the funding decision which allows them to monitor all necessary aspects like the number and characteristics of participants (by gender, by participating institutions) and prepare useful descriptions of all events, meetings or deliverables prepared within the project as well as financial reports, including changes to the project's initial budget.

The descriptive project implementation report includes:

- **detailed description** of the results of the project/initiative clearly specifying its most important elements (actions taken, events organized, deliverables – if applicable) with reference to the goals of the project as well as its work plan and timeline specified in the project application form;

- **impact of the initiative/project on the student communities** (i.a. the number of students directly or indirectly involved in the project, sustainability of the results of the project, including possible potential for future cooperation and long lasting results of the project).
- **description of the contribution of the project to the CIVICA thematic areas/EU strategic priorities/focus areas indicated in the call for applications.**
- **evaluation of the SEF project support framework by the project teams.**

Moreover, the financial part of the project implementation report should also indicate the actual amount of money spent within the project (both on the level of all the individual CIVICA institutions involved as well as cumulative expenditure) with explanation of arising differences between the initial project budget and its actual implementation.

The most valuable reports provide honest reflections, including a discussion of the challenges faced by project teams and the identification of elements of the project proposal that could not ultimately be implemented, rather than highlighting successes alone. Building on such experience will make it possible to improve the existing CIVICA SEF framework.

PART II — Lessons Learned from the 2024/25 and 2025/26 SEF calls for proposals

The 2024/25 and 2025/26 Student Engagement Fund portfolio provides a unique opportunity to assess the role of student-led initiatives within a European University Alliance. The twenty-two funded projects covered a wide range of thematic areas, including democracy, sustainability, artificial intelligence, migration, global governance, inclusion, education, women's leadership and civic participation.

The Student Engagement Fund is designed as a year-long initiative aligned with the academic calendar. Its timeline extends beyond the call for proposals and encompasses the entire project cycle: the launch and promotion of the call (early October), preparation and submission of applications (by mid-November), evaluation and selection of projects (early December), project implementation period (January-June), and final reporting (July). Following the selection process, funded teams are given an implementation period of approximately six months to carry out their planned activities, produce the expected outputs, and disseminate their results. The submission and review of final implementation reports complete the cycle. Taken together, these successive stages span the entire academic year, ensuring sufficient time not only for selecting projects but also for their effective delivery, monitoring, evaluation, and documentation. SEF should therefore be understood not as a stand-alone call for proposals, but as a continuous academic-year programme supporting student-led cooperation from initial project development to the assessment of completed initiatives.

Collectively, these initiatives engaged hundreds of students across CIVICA institutions through conferences, hackathons, workshops, research projects, awareness campaigns, policy simulations, documentaries, and community-based activities.

Beyond their individual achievements, the projects offer valuable insights into the conditions that enable successful transnational collaboration and student engagement. This chapter synthesizes the experiences documented in project implementation reports and identifies recurring patterns, challenges, and good practices.

The analysis reveals that the programme's most important outcomes often extended beyond the immediate objectives of individual projects. Students not only delivered events and outputs but also developed leadership skills, established potentially long-term networks, experimented with innovative forms of cooperation, and strengthened their sense of belonging to the CIVICA academic community.

1. The SEF Project Portfolio at a Glance

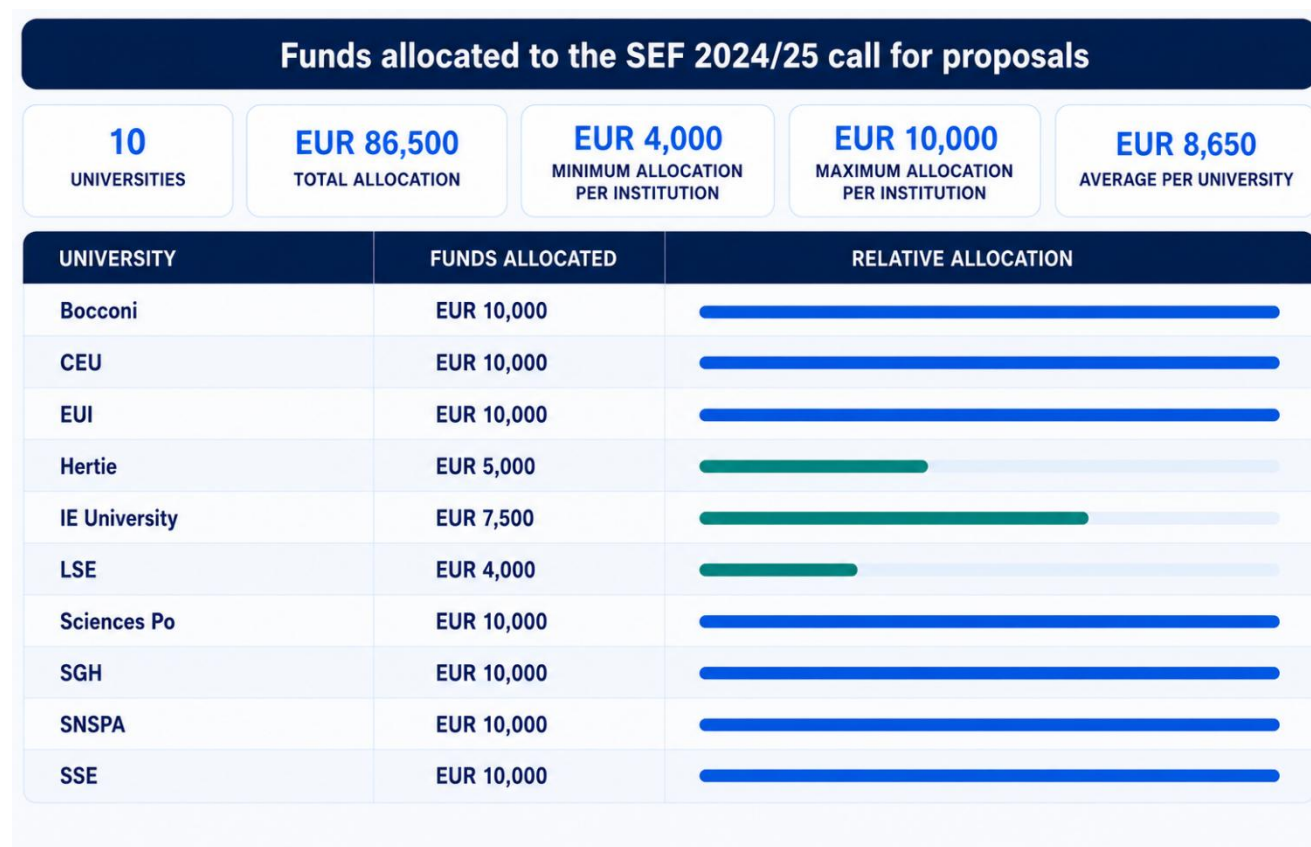
The CIVICA Student Engagement Fund supported a total of 22 projects during the 2024/25 and 2025/26 funding cycles. The overall impact of those projects reached 708 participants in 2024-2025 and 619 participants in 2025-2026. All levels of study were represented in the project selected, highlighting the importance of collaboration within bachelor, master and ESRs level. The portfolio encompasses a wide range of initiatives led by students and early-stage researchers, demonstrating the considerable potential of seed funding to create an environment conducive to the development and implementation of bottom-up cooperation. SEF projects can be classified according to various criteria, allowing useful conclusions to be drawn.

Models of Institutional Participation

As shown in the summary infographics below, patterns of institutional participation demonstrate widespread interest in implementing SEF projects across the CIVICA alliance. In the first cohort, **selected in the 2024/25 academic year**, only one CIVICA institution – SNSPA – was not represented, and most institutions participated in three or more projects. It is worth noting, however, that eight of the 13 projects in this cohort involved two CIVICA institutions, the minimum required by the SEF, while the remaining five involved three institutions. Four institutions – LSE, Hertie, SGH and Sciences Po – participated in at least four different projects.

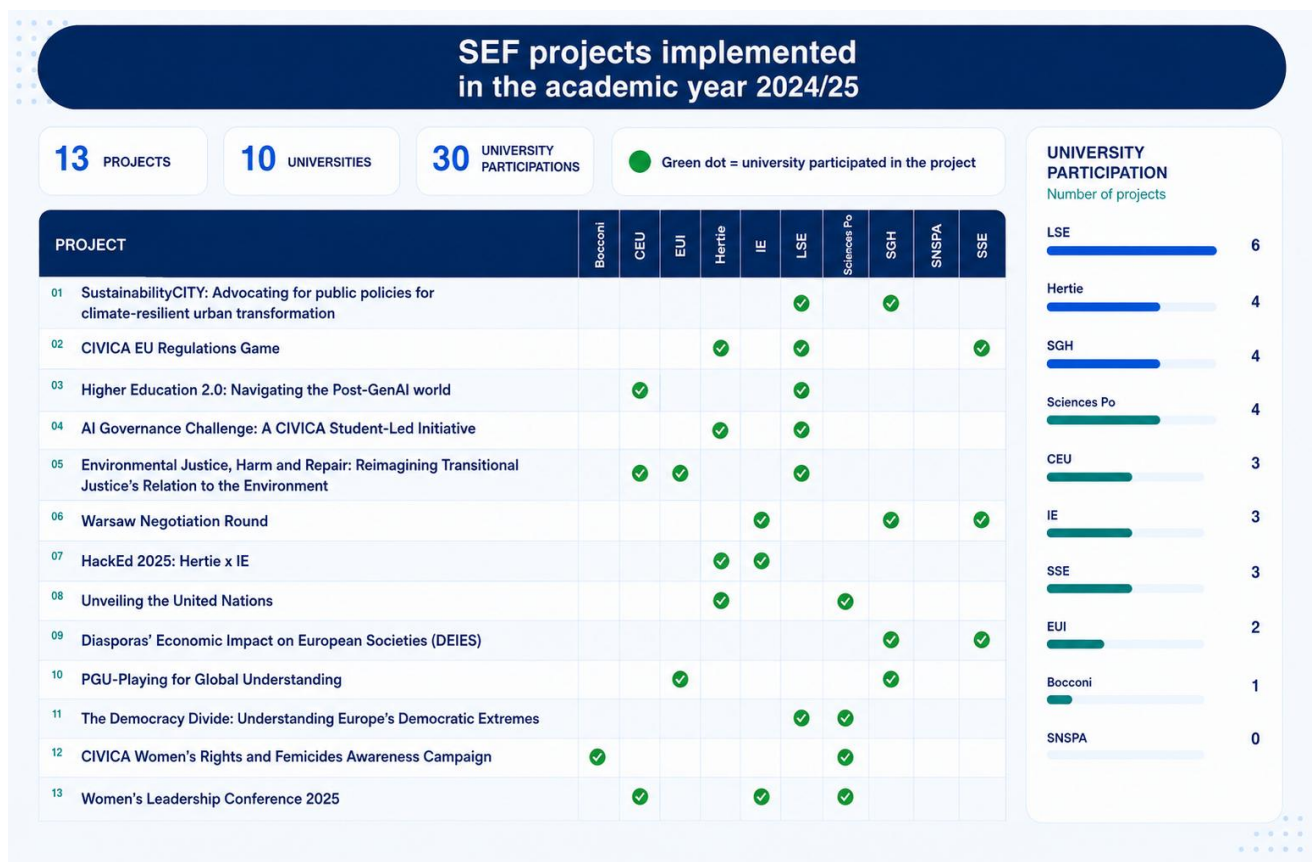
The results of the first call for proposals showed that the limited and uneven amount of funding allocated to the SEF by participating institutions created a natural bottleneck. Since the maximum contribution to a single project is EUR 3,000 per institution and most project teams requested the maximum available amount, some positively assessed initiatives could not be funded because of insufficient resources. The applications submitted under the 2024/25 call also revealed a concerning pattern. Students at some institutions were more active in preparing applications, while financial allocations to the SEF varied across the CIVICA alliance, as shown in the table below. Consequently, the likelihood of securing funding depended not only

on the substantive evaluation of a proposal but also on the amount allocated to the SEF by the institutions involved and the number of proposals in which those institutions participated.



Of the 28 project proposals submitted under the 2024/25 call for proposals, 21 underwent substantive evaluation. The remaining proposals were incomplete and had to be rejected on formal grounds. Despite the relatively long preparation period – the call was announced on 1 October 2024 and the submission deadline was 30 November 2024 – the vast majority of proposals were filed during the final two days before the deadline, and some missed the deadline altogether. Budget pre-approval by every participating institution was required to ensure that evaluated initiatives were realistic and complied with the internal requirements of the respective CIVICA institutions and Erasmus+ funding rules. Unfortunately, many project teams prepared their proposals at the last minute, resulting in non-compliance with the SEF’s formal requirements.

Ultimately, 13 projects were awarded funding under the first SEF call for proposals in the 2024/25 academic year.



The successful project proposals can be grouped into six thematic clusters, closely aligned with CIVICA's general thematic priorities.

SEF Projects 2024/25

Thematic Clusters and Alignment with CIVICA Thematic Priorities
 Synthesis based on project implementation materials for thirteen funded initiatives

	Cluster	Projects	Alignment with CIVICA thematic priorities
1	Democracy and Civic Participation	These projects focused on democratic institutions, European policymaking and political participation: • At the Edge of Europe: Democracy in Estonia • CIVICA EU Regulations Game	Democracy in the 21st Century Europe Revisited
2	Global Governance and International Cooperation	These projects explored multilateral governance and career opportunities within international organizations and promoting negotiation skills, international collaboration, and engagement with global challenges: • Unveiling the United Nations • Warsaw Negotiation Round	Democracy in the 21st Century
3	Sustainability and Climate Action	These projects addressed climate-related challenges through interdisciplinary and participatory approaches: • SustainabiliCITY • Environmental Justice, Harm and Repair: Reimagining Transitional Justice's Relation to the Environment	Societies in Transition, Crises of Earth
4	Technology and Digital Governance	These initiatives explored intersection between technology, public policy, education, and responsible innovation: • AI Governance Challenge • HackEd 2025 • Higher Education 2.0: Navigating the Post-GenAI World	Data-Driven Technologies for the Social Sciences
5	Social Inclusion and Equality	These projects focused on gender equality, accessibility, inclusion, and social participation: • Playing for Global Understanding • Women's Leadership Conference	Democracy in the 21st Century

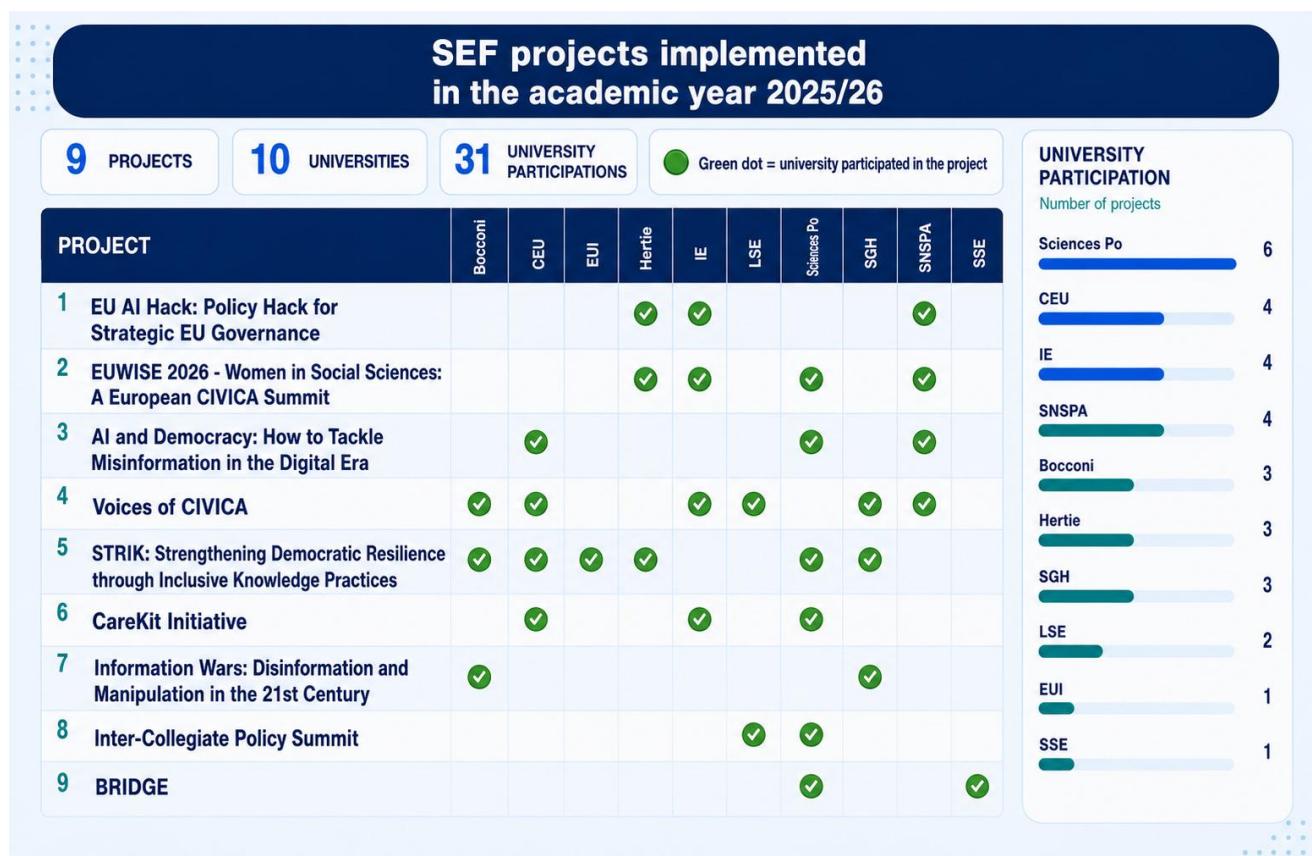
	Cluster	Projects	Alignment with CIVICA thematic priorities
		CIVICA Women's Rights and Femicides Awareness Campaign (CIVICA Echoes)	
6	International Migration and Integration	This initiative examined migration, labor markets, and integration policies: Diasporas' Economic Impact on European Societies	Democracy in the 21st Century

The second SEF call for proposals opened in October 2025, with the application deadline set for 12 November 2025. The SEF procedures were reviewed by the WP9 SEF coordinators, but no substantial changes were introduced. The respective CIVICA institutions did, however, revise their financial allocations to the SEF; some increased their contributions following lower expenditure during the 2024/25 funding period. As illustrated by the infographic below, the model of financial commitment to the SEF changed significantly. Allocations ranged from EUR 2,000 to EUR 20,000, representing a substantial difference. This change appears to have influenced project teams: the applications submitted show that institutions with the highest financial allocations – Bocconi, CEU, IE University, Sciences Po, SGH and SNSPA – participated in a considerably higher number of applications and, ultimately, funded projects.

Funds allocated to the SEF 2025/26 call for proposals



One development deserves particular attention. Compared with the 2024/25 call for proposals, the 2025/26 academic year saw an impressive increase in the density of collaboration among students representing CIVICA institutions. As the infographic below demonstrates, only three SEF projects in this cohort involved the minimum of two CIVICA institutions; three other projects involved three institutions, one project included four universities, and the remaining two initiatives encompassed six CIVICA partners. This expansion in the scale and density of cross-institutional collaboration is an important indicator of the SEF's growing impact and maturity. Larger institutional consortia enabled project teams to pool financial resources, expertise, networks and organizational capacity while extending their activities to more diverse student communities across the alliance. They also increased opportunities for intercultural exchange, interdisciplinary learning, and the circulation of project results beyond individual campuses. The broader involvement of CIVICA partners suggests increased awareness and visibility of the SEF framework, as well as greater capacity among students to establish meaningful cross-campus partnerships. These developments are fully aligned with the Fund's core objectives of strengthening CIVICA student identity, encouraging joint ownership of initiatives, and building a more interconnected CIVICA community.



It should be noted, however, that, as with the previous call for applications, most proposals were submitted one or two days before the deadline, and several were rejected on formal grounds. They were either incomplete, for example because budget pre-approvals or partial budgets were missing or submitted after the deadline. Moreover, in several cases, the same proposal was filed multiple times by different students, demonstrating insufficient coordination within project teams.

With regard to the thematic scope of the 2025/26 project cohort, the clusters were generally similar to those identified a year earlier. All projects were appropriately aligned with CIVICA's thematic priorities and, in many cases, student initiatives addressed more than one.

SEF Projects 2025/26

Thematic Clusters and Alignment with CIVICA Thematic Priorities

Synthesis based on project applications and implementation reports for nine funded initiatives

	Cluster	Projects	Alignment with CIVICA thematic priorities
1	Democratic Resilience and Civic Participation	These projects examined democratic backsliding, polarization, civic participation, and inclusive practices supporting democratic resilience: • StRIK: Strengthening Democratic Resilience through Inclusive Knowledge Practices • BRIDGE	Democracy in the 21st Century Societies in Transition, Crises of Earth
2	AI, Digital Governance and Information Integrity	These initiatives addressed AI governance, misinformation, algorithmic accountability, digital rights, and media literacy: • EU AI Hack: Policy Hack for Strategic EU Governance • AI and Democracy: How to Tackle Misinformation in the Digital Era • Information Wars: Disinformation and Manipulation in the 21st Century	Democracy in the 21st Century Data-Driven Technologies for the Social Sciences Societies in Transition
3	Global Governance, Policy Learning and European Cooperation	This project developed policymaking, negotiation, crisis-response, and cross-university collaboration skills through an experiential policy simulation: • Inter-Collegiate Policy Summit	Democracy in the 21st Century Societies in Transition, Crises of Earth Europe Revisited
4	Social Inclusion, Equality and Solidarity	These projects addressed gender equality, inclusive leadership, homelessness, housing inequality, social exclusion, and community engagement: • EUWISE 2026 - Women in Social Sciences: A European CIVICA Summit • CareKit Initiative	Democracy in the 21st Century Societies in Transition, Crises of Earth Europe Revisited Data-Driven Technologies for the Social Sciences

	Cluster	Projects	Alignment with CIVICA thematic priorities
5	Academic Exchange and Public Knowledge	This multimedia initiative promoted interdisciplinary dialogue, public knowledge, student empowerment, and intercultural exchange across CIVICA: • Voices of CIVICA	Democracy in the 21st Century Europe Revisited

2. Lessons Learned from the SEF Project Portfolio

Lesson One: Student Ownership Is the SEF's Greatest Strength

One of the clearest findings to emerge from the 2024/25 and 2025/26 SEF cohorts is that student ownership constitutes the Fund's most significant added value.

Although SEF projects did not have access to substantial financial resources or predetermined and formally regulated institutional support, they succeeded because students assumed genuine responsibility for project design and implementation. Project teams successfully negotiated partnerships, planned and managed budgets, organised various types of international on-site, online and hybrid events, planned and conducted dissemination activities, and produced tangible outputs.

Future programme development should continue to prioritise student leadership while ensuring access to mentoring and institutional support when required.

Lesson Two: Transnational Collaboration Generates Significant Value Added

All funded projects involved cooperation across institutional and national boundaries. Implementation reports demonstrate that transnational collaboration created benefits extending beyond the original project objectives. Project teams consistently reported the benefits of exposure to different perspectives, opportunities to improve intercultural communication skills and expand professional networks, and a better understanding of European challenges. Several teams indicated their intention to continue cooperating after project completion through future research projects, publications, conferences, and student initiatives. The Student Engagement Fund therefore functions not only as a funding mechanism but also as a genuine platform for alliance-building.

Lesson Three: Flexibility Is Essential to Success

One of the most striking findings from the cohort concerns the relationship between planning and implementation. Several highly successful project teams substantially modified their original designs. Evidence suggests that successful teams were characterised not by rigid adherence to initial plans but by their capacity to respond effectively to changing circumstances.

Lesson Four: Interdisciplinarity Drives Innovation

Many of the most innovative projects emerged from collaboration between students from different academic backgrounds, including management, economics, sociology, education policy, artificial intelligence, entrepreneurship, law, policy analysis, digital governance, ethics, urban planning and technical innovation.

Interdisciplinary collaboration encouraged participants to move beyond conventional disciplinary frameworks and develop more comprehensive responses to societal challenges. Therefore, future Student Engagement Fund calls for proposals should explicitly encourage interdisciplinary team composition.

Lesson Five: Tangible Outputs Increase Long-Term Impact

Projects producing concrete outputs tended to generate the strongest evidence of sustainability.

The 2024/25 and 2025/26 SEF cohort examples included:

- knowledge outputs such as preparation of peer-reviewed journal articles, policy recommendations or research reports;
- educational outputs such as simulation materials, educational games or learning resources;
- media outputs such as documentaries, podcasts, recordings, and digital communication materials.

All such outputs continue to generate value after project completion and extend the impact beyond direct participants. SEF applicants should be encouraged to identify tangible outputs during project design and incorporate dissemination plans from the outset.

3. What Makes a Successful SEF Project?

Analysis of the 2024/25 and 2025/26 SEF project portfolio suggests that successful projects typically combine five characteristics:

Clear Societal Relevance

Successful projects address contemporary challenges that matter both to students and to society as a whole. A strong connection with the problem addressed by the project directly increases team members' motivation and involvement. The broader societal relevance of the issue also makes project activities more attractive to potential stakeholders, who may engage in different ways, ranging from passive participation to active involvement, depending on the activities designed by the project team.

Strong Partnership Structures

Although SEF project teams may be formed on an ad hoc basis, partnerships should be built purposefully rather than randomly. Participating institutions and team members should be selected based on their complementary expertise, experience, networks, and capacity to contribute meaningfully to the proposed activities. **Each partner should have a clearly defined role and share responsibility for the project's design, implementation, and results.** Establishing clear communication channels, decision-making arrangements, and institutional contact points from the outset strengthens mutual accountability and helps ensure that cooperation remains balanced and effective. Well-structured partnerships not only support successful project delivery but can also create lasting connections and provide a foundation for future student-led collaboration across the CIVICA alliance.

Realistic Planning

Successful projects must **balance ambition with feasibility**. Although broad and far-reaching goals may appear to increase the likelihood of a favorable evaluation and, consequently, of securing funding, excessive ambition may backfire: teams should tailor their objectives to the resources available. The implementation period is relatively short, usually no more than six months, and financial resources are limited. Realistic planning therefore requires deliverables that can genuinely be produced within the available timeframe. For example, it is unlikely that a scientific monograph or peer-reviewed article could be completed within such a short period. Costs should also be estimated carefully, taking account of factors such as seasonal fluctuations in hotel prices and changes in travel costs. Proposed deliverables should be discussed with the academic adviser, and all cost categories should be consulted with local SEF coordinators. Finally, realistic planning is unlikely if proposals are written and submitted at the last minute.

Active Participant Engagement

Successful projects should create **opportunities for participants to contribute actively rather than simply attend events**. Project activities should therefore not be designed only for insiders, such as members of the project teams, but should also invite active participation by other members of the CIVICA community. This approach can considerably increase the project's reach beyond the team itself.

Tangible Outputs

Projects should **generate concrete results that can be shared, reused or further developed**. As SEF implementation reports have demonstrated, it is possible to design and implement activities with potentially long-lasting impact despite projects' financial and time constraints. Written reports, films, documentaries and podcasts produced as deliverables can be disseminated throughout the CIVICA community and document the efforts and achievements of project teams beyond the implementation period of a single call for proposals.

4. What can be improved within the SEF?

1. A careful analysis of the project implementation reports filed by the 2024/25 and 2025/26 project cohorts shows that the CIVICA Student Engagement Fund is generally very positively regarded by students and early-stage researchers. Providing students and ESRs with resources that would not be available otherwise, valuable assistance from local SEF coordinators, flexibility of the seed-fund format, wide array of possible forms of cooperation as well as transparent application process were mentioned among the most appreciated features of the CIVICA Student Engagement Fund. Nevertheless, several challenges and drawbacks were also indicated by the project teams. Some of the financing rules were assessed as too rigid – e.g. the requirement to book hotels instead of cheaper Airbnb's, lack of possibility to finance purchases of durable goods like filming equipment, relatively low financial limits (per institution and per project), inability to transfer budgets between universities, complex and delayed fund release procedures at some institutions, ban on non-CIVICA student involvement, low accessibility of project "match-making" tools at the stage of proposal preparation, differences in administrative cultures across the CIVICA alliance or lack of project mentoring. Although all of these drawbacks may definitely make project implementation difficult for the project teams, it must be underlined that the

characteristics of the SEF financing framework does not allow for complete harmonisation of all project implementation procedures. Since the SEF projects are funded and managed locally by the respective CIVICA institutions, procedures, deadlines and administrative requirements will inevitably have to differ.

On the other hand, many of the proposals put forward by the project teams in their implementation reports do require consideration by the SEF coordinating and managing bodies, as they create opportunities to improve and increase efficiency the existing CIVICA student and ESR project support framework. In this context, it is worth pointing out to:

- the demand for a CIVICA-wide student and ESR “match-making” tool – the project teams called for creation of an alliance-wide platform allowing them to easily access information on student organizations operating at different institutions and allowing students and ESRs to find partners with similar interests across campuses *before* the application phase;
- the need for offering preparatory workshops or mentoring on drafting of project proposals or event management and international student and ESR cooperation;
- the possibility of introducing concrete incentives (e.g., offering a "sustainability bonus") for teams that utilize environmentally friendly transport (trains/buses) instead of flying;
- the suggestion to simplify the tools used for submitting the SEF proposals;
- possible introduction of an onboarding session at the start of the implementation period, open to all funded project teams, covering practical aspects such as event organization, supplier, payment processes and inter-university coordination.

Conclusion

Upon completion of the 22 projects, the transformative potential of student-led cooperation within a European University Alliance has already been demonstrated.

The projects funded through the programme addressed complex societal challenges while simultaneously strengthening transnational networks, developing leadership capacities, promoting innovation, and fostering CIVICA identity and European citizenship.

Perhaps the most important lesson emerging from the two cohorts is that students are not merely beneficiaries of university initiatives prepared for them. When provided with appropriate resources, trust, and opportunities for collaboration, they become creators of knowledge, builders of communities, and drivers of institutional innovation.

PART III — Case Studies from the Student Engagement Fund Cohorts

The following case studies illustrate the diversity, creativity, and impact of projects supported through the CIVICA Student Engagement Fund during the 2024/25 and 2025/26 academic years. The section is based on implementation reports submitted by the student teams. Each project reflects a distinct approach to student engagement. Some focused on knowledge production, others on policy innovation, public engagement, advocacy, inclusion, or community building. Together, they demonstrate the broad potential of student-led cooperation within a European University Alliance.

CASE STUDY 1 (academic year 2024/25)

The Democracy Divide: Understanding Europe's Democratic Extremes

[Link to the documentary](#)

Theme

Democracy, Civic Engagement and European Politics

Participating Institutions

- LSE
- Sciences Po

Background and outcomes

Democratic resilience has become one of the defining political questions facing Europe. Against the backdrop of geopolitical tensions, digital transformation, and rising populism, students sought to investigate how democracy functions in Estonia, a country frequently regarded as a pioneer of digital governance and democratic innovation.

Initially conceived as a comparative project examining multiple democratic systems, the initiative evolved into a focused exploration of democratic challenges and resilience in Estonia. The team conducted extensive background research before travelling to Tallinn, Tartu, and Narva. During fieldwork, students interviewed leading scholars specializing in democratization, Baltic politics, European integration, and digital governance. They also attended Estonia's Independence Day celebrations and engaged with local communities. These activities generated the material

necessary to produce a documentary entitled *At the Edge of Europe: Democracy in Estonia*.

By combining field research, academic dialogue, and multimedia storytelling, the project contributed a timely and original perspective on the resilience of democratic institutions in Eastern Europe. At the same time, it fulfilled its aim of deepening student engagement with European political challenges. A series of public screenings and roundtable discussions at CIVICA partner institutions was planned after the project implementation period. Each event was intended to include a presentation of the project, a screening of the film, and an information session on the SEF. At least one screening included a panel discussion with local academics.

CASE STUDY 2 (academic year 2024/25)

Unveiling the United Nations: UN Careers and Global South Perspectives

Theme

Global Governance and International Affairs

Participating Institutions

- Hertie
- Sciences Po

Background and outcomes

Students identified a need for practical engagement with international organisations and sought to create opportunities for dialogue between students and practitioners working in global governance.

The project focused on two interconnected questions:

- How do Global South perspectives shape international governance?
- What pathways exist for students seeking careers within the United Nations system?

The project's main output was a hybrid international webinar featuring two expert speakers who agreed to share contact information and valuable career resources. The project also strengthened collaboration between the student organisations Sciences Po Nations Unies (SPNU) and Hertie's UN Club, fostering ongoing discussions about future joint publications and events. Furthermore, the initiative established a replicable model for organizing low-cost, high-impact CIVICA webinars on careers and global governance. Its use of shared templates and the

willingness of both clubs to guide future student teams demonstrate significant potential for sustainability.

CASE STUDY 3

AI Governance Challenge (academic year 2024/25)

Theme

Artificial Intelligence and Digital Governance

Participating institutions

- Hertie
- LSE

Background and outcomes

As artificial intelligence becomes increasingly influential across sectors, questions regarding regulation, ethics, accountability and governance have become central policy concerns. Students designed an interdisciplinary initiative to address these challenges through practical engagement. The project combined expert lectures, policy discussions, governance exercises, and collaborative problem-solving. Participants examined AI governance challenges in healthcare, education, and public administration. Particular emphasis was placed on European regulatory frameworks and ethical considerations.

Through expert-led talks and a hackathon aimed at creating new governance frameworks, participants assessed AI solutions, identified risks, and proposed improvements to existing regulatory practices. This interdisciplinary initiative offered opportunities to engage with policy experts, legal scholars, and industry professionals while exploring governance challenges in critical sectors such as healthcare and education. The programme culminated in a comprehensive report on AI governance in the EU, synthesizing key insights, recommendations and the winning case study.

CASE STUDY 4

HackEd 2025 (academic year 2024/25)

Highlighted on the CIVICA website: [link](#)

Theme

Technology, Education and Innovation

Participating Institutions

- Hertie
- IE

Background and outcomes

HackEd sought to explore how technological innovation could address educational inequalities and improve learning opportunities. The initiative brought together students with expertise in public policy, data science, artificial intelligence and entrepreneurship. Participants worked in mixed teams during an intensive 48-hour hackathon. The collaborative format encouraged rapid problem-solving and interdisciplinary learning. Several innovative prototypes emerged from the event, including DivergEd, which supports students with ADHD; AVA, an AI-assisted learning support tool; and HOPE, an educational integration platform for refugee children.

CASE STUDY 5 (academic year 2024/25)

Women's Leadership Conference 2025

Highlighted on the CIVICA website: [link](#)

Gender Equality and Leadership

Participating Institutions

- IE
- CEU
- Sciences Po

Background and outcomes

The conference aimed to strengthen women's leadership, entrepreneurship, and professional development. The event offered a series of high-impact discussions centered on leadership, professional growth and entrepreneurship. Panel sessions

included ‘Opening Doors for Women at Work’, ‘Empowerment and Negotiation’, ‘Financial Empowerment Toolkit’ and ‘Venture Network: Bridging the Gap in STEM’. They aimed to increase visibility and opportunities in the science and technology sectors. The initiative strengthened international networks among students committed to gender equality and women’s advancement.

CASE STUDY 6

Voices of CIVICA (academic year 2025/26)

[Link to the video podcasts](#)

Theme

Student-led academic dialogue, civic engagement and public dissemination of knowledge

Participating institutions

- IE University
- SGH Warsaw School of Economics
- Central European University
- London School of Economics and Political Science
- Bocconi University
- National University of Political Studies and Public Administration

Background and outcomes

Voices of CIVICA was created as a student-led multimedia initiative designed to strengthen academic exchange and interdisciplinary dialogue across the CIVICA alliance. The project responded to the need for accessible spaces in which students could engage with researchers, professors, and practitioners on important societal issues.

Rather than positioning students solely as an audience, the project involved them directly in project management, research, content development, moderation, communication, technical production, and evaluation. International student teams worked together to transform academic knowledge into engaging video podcasts and recorded roundtable discussions aimed at both the CIVICA community and the wider public.

The project combined two complementary formats. The podcast series featured student-moderated conversations with academic experts and practitioners on contemporary social, political, technological, and ethical questions. The roundtable component brought together participants from different universities and academic backgrounds for in-person discussions, encouraging critical reflection and the exchange of diverse perspectives.

The project achieved its principal objective of creating an international platform for student-led academic exchange. *Voices of CIVICA* demonstrated how student-led media can connect academic expertise with public engagement. By giving students responsibility for both content and implementation, the project supported their development as active contributors to the CIVICA community while creating lasting resources for future learning and collaboration.

CASE STUDY 7 (academic year 2025/26)

StRIK (Strengthening Democratic Resilience through Inclusive Knowledge Practices)

Highlighted on the CIVICA website: [link](#)

Theme

Democratic backsliding, polarisation, inequality, and the erosion of democratic institutions.

Participating institutions

- Bocconi
- CEU
- EUI
- Hertie
- Sciences Po
- SGH

Background and outcomes

StRIK was developed in response to growing concerns about democratic backsliding, the backlash against equality, political polarisation and declining public engagement. The project examined how social and economic anxieties can be instrumentalised by populist movements and how universities, civil society organisations and students can contribute to strengthening democratic resilience.

The initiative took the form of a two-day interactive conference. Rather than following a conventional academic conference format based primarily on panel discussions, StRIK combined lectures with workshops, simulations, collaborative exercises, and experiential learning.

The programme moved from diagnosing the challenges facing democracy to exploring practical responses. The first day examined democratic backsliding, the equality backlash, partisan polarization, and the role of emotions in politics. The second day focused on interventions supporting democratic resilience, including civic campaigning, political leadership, artificial intelligence, human rights advocacy and inclusive knowledge practices.

A distinctive feature of the project was its treatment of participants as active contributors to knowledge production. Students worked with academics, civil society representatives, activists and policy experts, bringing together theoretical, practical and experiential perspectives.

CASE STUDY 8 (academic year 2025/26)

EUWISE 2026 – Women in Social Sciences: A European CIVICA Summit

Highlighted on the CIVICA website: [link](#)

Theme:

Gender equality in the social sciences

Participating institutions:

- Hertie
- SNSPA
- Sciences Po
- IE

Background and outcomes

EUWISE 2026 – Women in Social Sciences initiative sought to create a student-led space where participants from different universities, disciplines, and cultural backgrounds could discuss gender equality while developing practical policy-oriented solutions together. The event took place on 24 April 2026 at the Hertie School in Berlin in a hybrid format. Two interdisciplinary panel discussions were organized. The first panel, **“The Value of Representation: Women in Politics”**, explored how women's participation influences democratic institutions, political

decision-making, and public trust. Speakers reflected on their professional experiences while discussing structural barriers, leadership models, media representation, and the importance of creating more inclusive political institutions. The second panel, **“The Value of Representation: Women in Economics and Finance”**, examined the concept of gender economics and discussed how economic systems, financial institutions, and policy frameworks continue to reproduce gender inequalities. The discussion highlighted topics including labor market inequalities, access to finance, gender-sensitive policymaking, data bias, and inclusive economic governance. Both sessions encouraged active dialogue between speakers and participants through moderated discussions and questions from the audience. Bringing together experts from academia, think tanks, public institutions, and civil society allowed students to engage with different perspectives while connecting theoretical discussions to current policy challenges. Consequently, the programme shifted from dialogue to action through the **Foresight Hackathon**, one of the central components originally envisioned in the project proposal. Participants were divided into interdisciplinary teams composed of students from different universities and academic backgrounds. Each group worked on a future scenario addressing a different dimension of gender equality, including leadership and representation, youth, health, climate, and digitalisation. Guided by academic and professional mentors, participants analysed future challenges, identified potential risks, and developed policy recommendations designed to strengthen gender equality within future European societies. The session concluded with **group presentations** followed by constructive feedback from mentors and discussion among participants.

PART IV — Future Development of the CIVICA Student Engagement Fund and conclusions

The first two funding cycles of the CIVICA Student Engagement Fund have already demonstrated the transformative potential of student-led cooperation within a European University Alliance. The experience of the 2024/25 and 2025/26 cohorts confirms that relatively small financial investments can generate significant educational, institutional and societal impact when accompanied by strong student leadership and meaningful opportunities for international collaboration. At the same time, the programme has reached a level of maturity that makes strategic reflection necessary. The next phase of development should focus not only on maintaining existing strengths but also on enhancing sustainability, visibility, institutional learning, and alliance-wide impact.

This section presents recommendations for the future evolution of the Student Engagement Fund and proposes a framework for its continued development.

1. Strategic Priorities for the Next SEF Funding Cycles

Based on lessons learned from the 2024/25 and 2025/26 cohorts, four strategic priorities are identified:

Priority 1: Deepening Alliance-Wide Participation

Although participation levels are already strong, engagement still remains uneven across institutions. Future calls should encourage broader institutional representation. Moreover, as previous calls for proposals have shown, **balanced allocation of funds by all CIVICA institutions is highly recommended**. Widely differing allocations created bottlenecks that produced three types of negative effects:

- the possible rejection of high-quality project proposals because some participating institutions allocated very limited funding to the calls;
- strategic behaviour by project teams that were aware of financial constraints and sought to improve their chances of funding by avoiding cooperation with teams from institutions with low financial allocations;

- uneven financial constraints and levels of participation among local project teams, particularly where some institutions made no financial contribution, thereby reinforcing the two effects described above.

Priority 2: Strengthening Sustainability

Many projects generate valuable outputs, but there is a risk that one-off short-term projects lack resources to continue beyond the funding period.

Future programme design should encourage:

- sustainability planning;
- follow-up activities;
- long-term dissemination strategies;
- integration with existing institutional structures to enable continued cooperation after project completion.

Priority 3: Increasing Visibility

The Student Engagement Fund has already produced numerous success stories that remain insufficiently visible across the alliance. Future actions could include, inter alia:

- annual SEF showcases;
- digital project repository and student project database;
- CIVICA project awards;
- alumni network of former SEF participants.

Greater visibility would strengthen programme identity and encourage future participation. MyCIVICA.eu should serve as the principal SEF visibility platform, providing stakeholders across all CIVICA institutions with access to relevant information.

Priority 4: Encouraging Cross-Cohort Learning

Currently, project teams often work independently. Future development should promote knowledge sharing between cohorts.

Possible measures include:

- peer mentoring;
- project handover documents;
- annual learning workshops;

- communities of practice.

This would help institutionalise knowledge and reduce duplication of effort.

The future success of the programme will depend on maintaining its core principles: trust in student leadership, commitment to international collaboration, openness to experimentation, and dedication to creating positive societal impact.

Concluding remarks

Taking into account the overall successful experience of the SEF 2024/25 and 2025/26 project cohorts, the Fund can be considered a well-functioning mechanism for supporting student-led cooperation across the CIVICA alliance. The projects implemented during these two cycles demonstrated that relatively modest financial resources can enable students and early-stage researchers to design and deliver meaningful transnational initiatives, develop leadership and project-management skills, and establish valuable relationships across institutional and national boundaries. The experiences reported by student teams were generally positive, confirming the relevance of the Fund's core principles: student ownership, decentralised financial management, institutional support and cooperation between CIVICA institutions. The existing framework has therefore proved effective and does not require a fundamental or revolutionary redesign.

At the same time, the experience gained during the first two funding cycles provides a strong basis for targeted improvements. Future development should focus on refining existing procedures, facilitating cooperation between project teams and institutional coordinators, strengthening communication, and increasing the visibility of project results. Particular attention should be given to sustainability. Within the SEF's necessarily limited financial resources and relatively short implementation periods, project teams should be encouraged to plan how their outputs, networks and activities can continue to generate value after funding ends. This may involve creating reusable educational or digital resources, integrating successful initiatives into existing university structures, developing realistic follow-up activities, or transferring knowledge to subsequent student cohorts. Such gradual improvements would preserve the strengths of the current model while increasing the long-term impact of SEF projects and ensuring that the benefits of student-led cooperation extend beyond individual funding cycles.

ANNEXES

Annex 1

Practical Guide for SEF applicants

Annex 2

SEF 2025/26 call for proposals

Annex 3

SEF Regulations

Annex 4

Application files (templates)

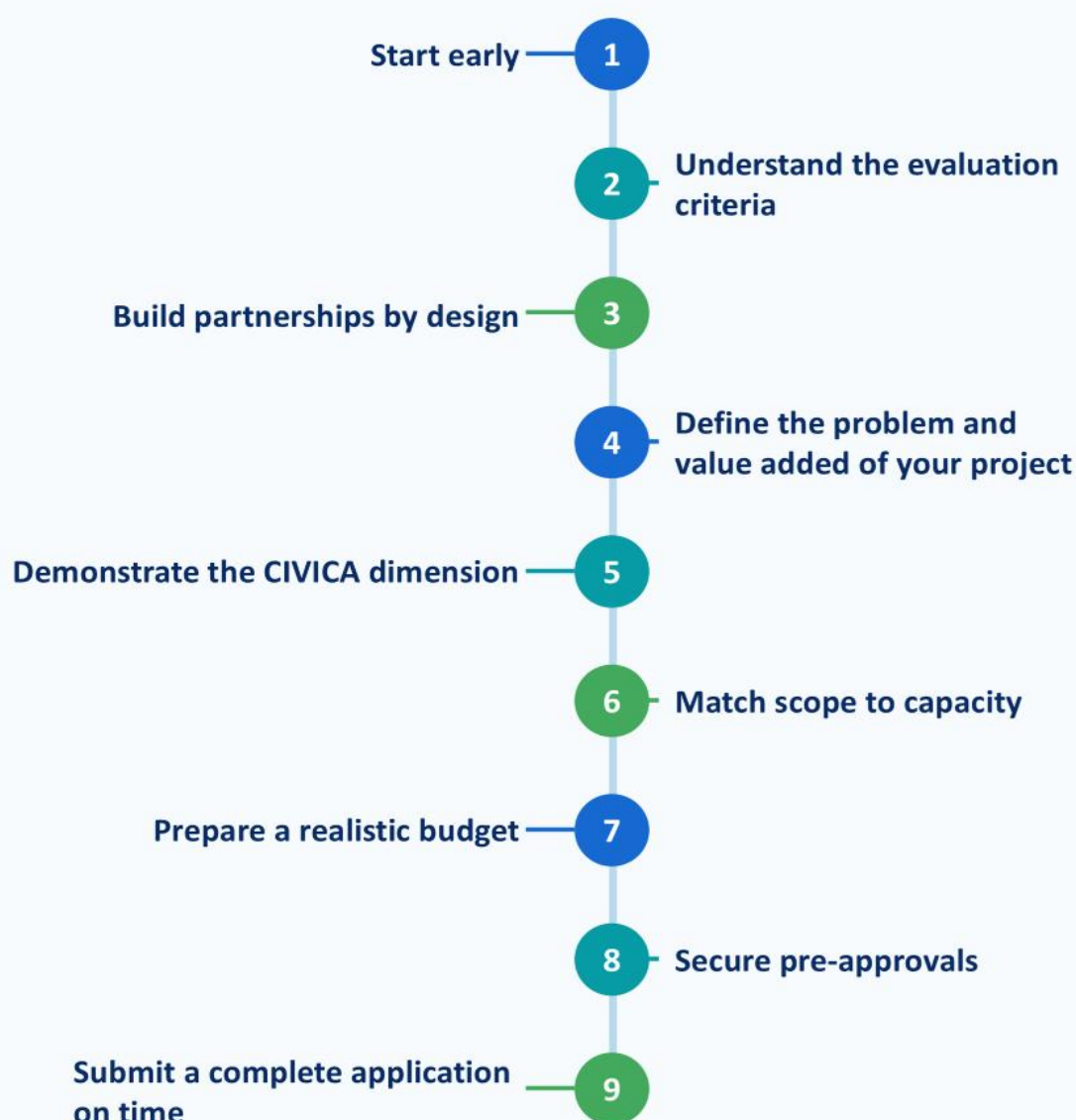
Annex 5

Reporting standards (templates)

Annex 1

Practical Guide for SEF Applicants

Strong applications combine a compelling concept, genuine CIVICA co-creation, measurable impact and a credible delivery plan.



Start with the problem — not with a predefined activity.

Design the partnership, implementation plan and budget around the result you want to achieve.

STEPS 1–4 • CONCEPT AND PARTNERSHIP

Design the right project**1****Start early**

Begin well before the deadline. Align the work with every participating institution's internal timetable and requirements. Last-minute preparation increases the risk of an incomplete application, weak coordination and an incoherent proposal.

2**Understand the evaluation criteria**

Use the criteria as a guide to where effort matters most. The strongest proposals combine a compelling concept, measurable impact, a genuine CIVICA dimension and a credible implementation plan.

3**Build partnerships by design****DO**

- involve all partners in shaping the idea;
- agree on one project leader and a contact person at each institution;
- define roles, decisions and communication;
- contact local SEF coordinators early.

AVOID

- token partners added only for eligibility of funding;
- a project designed entirely at one university;
- assuming that administrative rules are identical everywhere.

4**Define the problem and the project's added value****ASK**

What specific problem or need are we addressing?

Who will benefit?

Why should this be implemented through the SEF?

What can the partners achieve together that one university could not?

What tangible results will the project produce?

STEPS 8–9 • FORMAL COMPLIANCE

Secure approval and submit

8

Secure institutional pre-approvals

- Every institution's partial budget **must be pre-approved** by the appropriate local body. Ask about internal deadlines!
- Send the draft concept and budget early – this may allow you to adjust your assumptions if necessary..
- **This is a major administrative risk:** a strong project may be rejected without assessment if documentation is incomplete.

9

File the application before the deadline

- Submit your project proposal through my.civica.eu using the standard application form.
- Include a cumulative project budget and a separate partial budget for each institution. Every cost must comply with eligibility rules and be justified against the project's objectives and activities.
- Missing pre-approvals make the proposal incomplete and therefore ineligible.

FINAL CHECK



Standard application form completed



All contacts included



Cumulative and partial budget attached



All expenditure justified



Pre-approval from every institution secured



Proposal filed before the deadline

CIVICA – The European University of Social Sciences

Student Engagement Fund

Call for Proposals 2025/2026

The Student Engagement Fund – What is it and what does it offer?

- The Student Engagement Fund (SEF) is a **mini-grant funding scheme** aimed at supporting student– or early–stage researchers (ESR)–led joint initiatives within the CIVICA alliance. It aims to foster cross– campus collaboration among students, student associations and ESR from different disciplines and backgrounds in tackling the important issues facing Europe today, and to further enhance the students’ experience within the alliance.
- The SEF initiative **may include a wide range of joint projects/initiatives**, such as events (in–person or online), student competitions, conferences, workshops, hackathons, digital activities, and others, engaging CIVICA student and early–stage researchers associations and the CIVICA student and ESR community.
- The SEF supports **projects that involve students and early–stage researchers from at least two CIVICA partner institutions**. Projects foreseeing the participation of more than two CIVICA institutions are highly encouraged.
- Eligible SEF joint projects/ initiatives should inter alia:
 1. **promote and foster European collaboration and intercultural understanding** by involving students and early–stage researchers of at least two CIVICA partner universities;
 2. serve the purpose of **building a community of students and early–stage researchers** through extracurricular activities and initiatives and **benefit from the diversity and complementarity of the CIVICA network**;
 3. be implemented either by **registered student associations** from at least two CIVICA partner universities or by an **ad–hoc project team** formed by students and early–stage researchers representing a minimum of two CIVICA partner universities;

4. be **fully compliant with local rules and policies governing student-led initiatives** at each partner university involved;
5. bring **added value to students and early-stage researchers from the CIVICA alliance** as well as **create a positive impact** for the respective students' communities;
6. be **preferably aligned with the 4 thematic priorities of CIVICA**: Societies in transition, Crises of Earth; Democracy in the 21st century; Europe Revisited; Data-Driven Technologies for the Social Sciences **or** with **other EU priorities** such as sustainability, multilingualism, diversity and inclusion, solidarity, promoting European culture and cultural interactions **or** addressing global/societal challenges **or** **having a core emphasis on Social Sciences** (e.g. Economics, Law, International Relations, History, European Studies).

The SEF's financial ABC

- The SEF is **managed locally by each partner university**, according to standard practices, local rules and regulations, as well as the Erasmus+ grant rules.
- The SEF will **support up to 10 projects/initiatives per academic year 2025/26**.
- The total cumulated **budget per single project/initiative shall not exceed 10,000 EUR**.
- **Each CIVICA university can assign or allocate a maximum of 3,000 EUR to a single project/initiative** in which its students, student associations or ESR host or take part within the SEF framework and **a maximum of 10,000 EUR per Academic Year**.
- Declared CIVICA SEF allocations for the academic year 2025/26 are as follows:

University	Funds allocated to the SEF 2025/26 call for proposals
Bocconi	15.000 EUR
Hertie	6.000 EUR
EUI	2000 EUR
IE	10.000 EUR
CEU	10.000 EUR
SGH	10.000 EUR

LSE	2.500 EUR
SSE	10.000 EUR
Sciences Po	12.000 EUR
SNSPA	20.000 EUR

The SEF covers expenses that are **directly related** to the initiative, provided they are realistic, in line with the expected results, compliant with partners' administrative rules and eligible according to Erasmus+ grant funding rules.

The eligible expenses include:

- a) travel and accommodation expenses for students and ESRs of the CIVICA alliance (sustainable modes of travel preferred). Travel reimbursements for third parties are not allowed,
- b) costs of accommodation and travel of faculty and staff of the CIVICA alliance if included as participants (e.g. keynote speakers, moderators, etc.) in the projects,
- c) catering for in-person events or meetings (excluding alcoholic beverages),
- d) material resources and consumables for on-site or blended initiatives (including promotional materials),
- e) copyright expenses, e.g. in case of film screenings or initiatives that require music or videos to be played or used,
- f) services for events organisation (e.g. space rental, set up, cleaning, security, IT/audio or video support),
- g) other cost categories provided that they are justified in the context of the goals of the project and are eligible from the point of view of the requirements of the respective home institution.

Following expenses are not eligible:

- a) salaries of any kind,
 - b) fees or travel expenses for external non-CIVICA guests and third parties, c) overheads,
 - c) alcohol, entertainment or gifts, ‘
 - d) expenses representing an indirect transfer to external organizations,
 - e) purchasing of equipment.
- Funding of joint initiatives will be shared equally (or as evenly as possible) between the partner universities involved. Each student association/dedicated

project team **will thus be funded by their respective home university** for the respective portion of the joint initiative they will implement.

- In case of projects involving participation of LSE, SGH, SNSPA and SSE students, please bear in mind that in spite of the fact that actual expenditure will be made in local currencies, the project's overall budget must be expressed in euro. Respective institutions will give students instructions with respect to converting local currency budgets to euro.
- **It shall not be possible to co-finance SEF projects with external resources.** All expenditure necessary to implement the project must be indicated in the project budget and covered by respective CIVICA universities.

How to prepare a project proposal? – useful guide:



STUDENT ENGAGEMENT FUND

Step-by-step of the application process



Step 1: form a project team: team up with other CIVICA students or ESRs /registered student associations. You may:

- Consult the website [Student associations | Civica](#) to facilitate networking with your CIVICA colleagues;
- reach out to the **Representative at the CIVICA Student and ESR Board** and the **CIVICA Ambassadors** at your home institution who may also help to establish contacts with students from other CIVICA institutions.

Step 2: prepare a detailed concept of a joint project/initiative, clearly specifying how:

- it will involve students/early-stage researchers from at least two CIVICA partner universities,
- the initiative will benefit from the diversity and complementarity of the CIVICA alliance,
- the initiative fits into the thematic areas set forth in II.6,
- a plan for the execution of the project as well as its implementation timeline during the academic year.

Step 3: prepare a **cumulated budget** for the joint project/initiative (max total value 10,000 EUR) which will include a **partial budget per institution** (max 3,000 EUR) detailing the expenses to be covered by each institution involved in the joint proposal.

Step 4: obtain pre-approval of the proposal and the partial budgets by relevant bodies (or grant manager, or WP9 coordinator) at each CIVICA partner university involved in the project/initiative (*following the home university's rules and regulations and with regard to the eligibility of expenses to ensure compliance with Erasmus+ funding rules*).

Step 5: Project leader must submit the application via my.civica.eu platform

Application deadlines and procedures

- Applications shall be submitted via **my.civica.eu platform**
 - STEP 1** access my.civica.eu with the credentials from your home institution.
 - STEP 2** open the link <https://whaller.civica.eu/org/15773/forms/201> still using the same browser.
- **The templates of the project application form and budget file are available [here](#).**
 - Please read the instructions in the respective files carefully.
- Please make sure to fill in all the elements of the Application form and the Budget form and to attach **confirmation of pre-approval of the proposal and the partial budgets** by relevant bodies (or grant manager, or WP9 coordinator)

at each CIVICA partner university involved in the project/initiative (uploading an email confirmation or other document received from the local CIVICA SEF coordinators will be sufficient). **Incomplete applications will not be considered.**

- **The deadline for applications is 12 November 2025 by 1 pm CET.** Late applications will not be accepted – therefore, it is highly recommended to submit your application well ahead of time.
- Please bear in mind that there may be **internal requirements and deadlines at respective universities concerning pre-approval of projects** – make sure to check all these details at all universities participating in your project.
- **In case of technical problems with the application, you may contact your local coordinator.**

Selection and approval process

- Based on the aforementioned eligibility criteria, **the project applications will be assessed in November by the CIVICA SEF Committee**, composed of one faculty/staff member per CIVICA institution and all the members of the CIVICA Student and ESR Board (one per institution).
- The CIVICA SEF Committee will evaluate applications on the **following criteria**:
 1. Quality and value added of the project (grading scale 0–20).
 2. Impact on the respective student communities (grading scale 0–10).
 3. Thematic relevance of the project – adherence of the initiative to CIVICA thematic areas/EU strategic priorities/focus areas (grading scale 0–10).
 4. Project feasibility and adequacy of the budget (grading scale 0–10).
- The list of projects qualified for financing will be announced **no later than on 8 December, 2025. All the project teams will be informed individually by email sent to the contact person. The list of projects qualified for financing will also be published on civica.eu.**

Project implementation and reporting

- Implementation of the projects accepted in the current SEF call for proposals shall take place **from January to June 2026.**

- Upon receipt of a positive decision on the application, the project team shall implement the project in accordance with a plan for the execution of the project as well as a timeline outlined in the approved project proposal.
- All projects' tangible deliverables (including publications, social media feeds) and other communication materials must display relevant information on funding of the project by the SEF within the CIVICA – the European University of Social Sciences and the European Union. Templates of the CIVICA and EU information materials will be provided by the CIVICA Communications Team.
- Upon completion of the project, the project team shall prepare a final report describing and documenting execution of the project. Implementation of all activities held within the framework of the project must be documented in accordance with their nature/type (e.g. sign-in lists of participants of in-person events, photos etc.). A final report template will be made available in due time as well as clear indication on the proper documentation needed.

Important information:

Complete SEF Regulations may be found [here](#).

Your local CIVICA SEF contact / link is:

University	Contact
Bocconi	https://www.unibocconi.it/en/current-students/campuslife/student-activities/civica-student-engagement-fund
Hertie	h.wolff@hertie-school.org
EUI	civica@eui.eu
IE	civica@ie.edu
CEU	nairs@ceu.edu
SGH	jjedrze@sgh.waw.pl
LSE	civica@lse.ac.uk
SSE	civica@hhs.se
Sciences Po	marina.casanovarossi@sciencespo.fr
SNSPA	teodora.bitoiu@administratiepublica.eu

Annex 3

SEF Regulations

Work Package 9:

CIVICA Student Community and Identity

_Student Engagement Fund -

Project selection and implementation rules

I. General rules and key principles of the Student Engagement Fund

1. The Student Engagement Fund (SEF) is a mini-grant funding scheme aimed at supporting student-or early-stage researchers (ESR)-led joint initiatives within the CIVICA alliance. It aims to foster cross-campus collaboration among students, student associations and ESR from different disciplines and backgrounds in tackling the important issues facing Europe today, and to further enhance the students' experience within the alliance.
2. The SEF initiative may include a wide range of joint projects/initiatives, such as events (in-person or online), student competitions, conferences, workshops, hackathons, digital activities, and others, engaging CIVICA student and early-stage researchers associations and the CIVICA student and ESR community. The above list of possible project types is not exhaustive - other forms of cooperation are acceptable subject to fulfilment of general rules and eligibility criteria set forth in this document.
3. The SEF supports projects that involve students and early-stage researchers from at least two CIVICA partner institutions. Projects foreseeing the participation of more than two CIVICA institutions are highly encouraged.
4. The SEF is managed locally by each partner university, according to standard practices, local rules and regulations, as well as the Erasmus+ grant rules.
5. The SEF supports up to 10 projects/initiatives per academic year, for a total of 20 projects by the end of the academic year 25/26.
6. Each university can assign or allocate a maximum of 3,000 EUR to a single project/initiative in which its students, student associations or ESR host or take part within the SEF framework.
7. The total cumulated budget per single project/initiative shall not exceed 10,000 EUR.

8. The exact allocation of funds by each university shall be indicated in the call for proposals open within the Student Engagement Fund.

II. Eligibility of projects/initiatives

Eligible joint projects/ initiatives shall among others:

1. promote and foster European collaboration and intercultural understanding by involving students and early-stage researchers of at least two CIVICA partner universities;
2. serve the purpose of building a community of students and early-stage researchers through extracurricular activities and initiatives and benefit from the diversity and complementarity of the CIVICA network;
3. be implemented either by registered student associations from at least two CIVICA partner universities or by an ad-hoc project team formed by students and early-stage researchers representing a minimum of two CIVICA partner universities;
4. be fully compliant with local rules and policies governing student-led initiatives at each partner university involved;
5. bring added value to students and early-stage researchers from the CIVICA alliance as well as create a positive impact for the respective students' communities;
6. be preferably aligned with the 4 thematic priorities of CIVICA: Societies in transition, Crises of Earth; Democracy in the 21st century; Europe Revisited; Data-Driven Technologies for the Social Sciences

or

with other EU priorities such as sustainability, multilingualism, diversity and inclusion, solidarity, promoting European culture and cultural interactions

or

addressing global/societal challenges

or

having a core emphasis on Social Sciences (e.g. Economics, Law, International Relations, History, European Studies).

III. Modalities of financing

1. Funding of joint initiatives will be shared equally (or as evenly as possible) between the partner universities involved. Each student association/dedicated project team will thus be funded by their respective home university for the respective portion of the joint initiative they will implement, keeping in mind that - as specified in I. 6 and 7:
 - a) Each university can assign or allocate a maximum of 3,000 EUR to a single project/initiative in which its students, student associations or ESR host or take part within the SEF framework. The maximum amount available per AY 2025/26 is to be determined by each home institution and it is clearly communicated to its students, as well as indicated in the Call for Proposals.
 - b) The total cumulated funding request per single project/initiative cannot exceed 10,000 EUR.
2. Due to the rule set forth in III. 1, applications for SEF funding require a separate (partial) budget per institution (max 3,000 EUR) and a cumulated budget for the whole initiative (*max total value 10,000 EUR*), the latter consisting of the sum of the partial budgets per institution.
3. Each participating student or ESR applicant team will be responsible for preparing the budget for the part of the activities that will be covered by its home university. Each university will oversee the preparation of the partial budget, which will be put together into the main budget of the project.
4. The project cumulated and partial budgets should be drawn up in accordance with the templates available at the CIVICA website.
5. It shall not be possible to co-finance SEF projects with external resources. All expenditure necessary to implement the project must be indicated in the project budget and covered by respective CIVICA universities.

IV. SEF cost eligibility

1. The SEF covers expenses that are directly related to the initiative, provided they are realistic, in line with the expected results, compliant with partners' administrative rules and eligible according to Erasmus+ grant funding rules. The eligible expenses include:

- a) travel and accommodation expenses for students and ESRs of the CIVICA alliance (sustainable modes of travel preferred). Travel reimbursements for third parties are not allowed,
 - b) costs of accommodation and travel of faculty and staff of the CIVICA alliance if included as participants (e.g. keynote speakers, moderators, etc.) in the projects,
 - c) catering for in-person events or meetings (excluding alcoholic beverages),
 - d) material resources and consumables for on-site or blended initiatives (including promotional materials),
 - e) copyright expenses, e.g. in case of film screenings or initiatives that require music or videos to be played or used,
 - f) services for events organisation (e.g. space rental, set up, cleaning, security, IT/audio or video support),
 - g) other cost categories provided that they are justified in the context of the goals of the project and are eligible from the point of view of the requirements of the respective home institution and the Erasmus + programme eligibility rules.
2. Following expenses are not eligible:
- a) salaries of any kind,
 - b) fees or travel expenses for external non-CIVICA guests and third parties,
 - c) overheads,
 - d) alcohol, entertainment or gifts,
 - e) expenses representing an indirect transfer to external organisations,
 - f) purchasing of equipment.
3. The SEF expects that the applicants will use the funds in a responsible and transparent manner and will report on the use of the funds at the end of the initiative/project (final report).

V. Call for applications

1. The Student Engagement Fund (SEF) invites applications from students and early-stage researchers who want to initiate or participate in projects/initiative that foster cross-campus collaboration, civic engagement, and social innovation within the CIVICA alliance of universities.

2. The Student Engagement Fund (SEF) foresees one last centralized call in Academic Year 2025/2026 to support the implementation of joint student and ESR projects/initiatives.
3. Implementation of the accepted projects shall take place from January to June of the respective academic year. In justified cases, later completion of the activities organized within the project is possible upon consent of all participating institutions.
4. The call for applications will be promoted both centrally and individually by each university, the CIVICA communication team, as well as the CIVICA Ambassadors, and the Student and ESR Board. Each university will have to locally provide detailed instructions concerning project application and implementation to their students.

VI. Student and Early-Stage Researchers project teams

1. Joint projects/initiatives to be financed through SEF can be proposed by:
 - a) a project team formed by at least two student associations from at least two CIVICA partner universities which are registered at their home university. In this case, members from all the student associations are expected to work on implementing and organising the joint project/initiative, **or**
 - b) an ad-hoc project team formed by students and/or early-stage researchers representing a minimum of two CIVICA partner universities declaring to work on the project/initiative. In this case, team members can include both student association members and unaffiliated students willing to work on the project/initiative.

Proposals of projects/initiatives foreseeing the participation of students and early-stage researchers representing more than two CIVICA partner universities are highly encouraged.

2. For each joint initiative the following must be identified:
 - a) each project team should have **a project leader** (student or early-stage researcher) and **contact person(s)** representing students/student associations from CIVICA partner universities participating in the project. The project leader will be the main contact point and spokesperson for all next steps concerning the project/initiative.
 - b) each project must also have **a project advisor(s)** representing **the faculty or staff** of at least **one CIVICA university involved in the joint proposal** to serve as an advisor throughout the planning and implementation of the project. **No**

external advisors will be accepted In order to avoid possible conflict of interests, CIVICA faculty or staff members performing the role of a SEF project advisor cannot serve in parallel on the CIVICA centralized SEF Committee mentioned in section IX.

3. In justified cases, the SEF project proposals may foresee involvement of external third parties provided that no financing to third parties is involved, as it is stipulated in par. IV.2.
4. In order to avoid excessive workload and ensure effective implementation of the projects, one student or ESR may only be involved in one project team.

VII. Preparation of joint project proposals

Students/student associations or early-stage researchers interested in delivering a project/initiative proposal will have to take following steps:

1. **Step 1:** team up with other CIVICA students/student associations or ESRs (form a project team)
2. **Step 2:** prepare a detailed concept of a joint project/initiative, clearly specifying:
 - the format of the project (online, in-person, hybrid, other),
 - the kind of project (i.e. conference, hackathon, student competition, workshop etc.),
 - how it will involve students/early-stage researchers from at least two CIVICA partner universities,
 - how many students will be involved,
 - how the initiative will benefit from the diversity and complementarity of the CIVICA alliance,
 - how the initiative fits into the thematic areas set forth in II.6,
 - a plan for the execution of the project as well as its implementation timeline during the academic year.
3. **Step 3:** prepare a **cumulated budget** for the joint project/initiative (max total value 10,000 EUR) which will include a **partial budget per institution** (max 3,000 EUR) detailing the expenses to be covered by each institution involved in the joint proposal.
4. **Step 4: obtain pre-approval of the proposal and the partial budgets by relevant bodies** (or grant manager, or WP9 coordinator) at each CIVICA partner university involved in the project/initiative *(following the home*

university's rules and regulations and with regard to the eligibility of expenses to ensure compliance with Erasmus+ funding rules). **Please note that each university has its own internal procedures and deadlines to grant pre-approvals and students are responsible for checking the rules.**

VIII. Submission of a joint proposal

1. Applications shall be submitted via my.civica.eu platform according to the procedure set forth in the call for proposals.
2. The application that includes contacts of all students involved in the preparation of the proposal shall be sent by the team leader.
3. Applications must include the following elements:
 - detailed concept of the joint initiative, clearly specifying its goals and possible deliverables and explaining how it will involve students or early-stage researchers from at least two CIVICA partner universities and how the initiative will benefit from the diversity and complementarity of the CIVICA alliance.
 - explanation how the project relates to the thematic areas set forth in II.6.
 - cumulated budget of the initiative and separate partial budgets per institution, designed in accordance with the cost eligibility criteria.
 - justification of all expenditures included in the budget from the point of view of the goals of the project.
 - project implementation schedule, including its starting and closing date as well as main stages of implementation.
 - a list of students and/or early-stage researchers declaring to work on the implementation of the initiative, clearly specifying the project leader, and main contact points and project advisor.
 - proof of pre-approval of the project/initiative and partial budget by relevant bodies at each university involved in the proposal. The pre-approval proof may take the form of an email confirmation or other separate document, if required by the partner university concerned. Internal deadlines for budget pre-approvals at all CIVICA institutions must be set at least 10 days before the centralized deadline for complete project applications in order to ensure that any necessary change or revision needed will be addressed by and with the students **before** the final deadline. **Pre-approvals from all participating institutions must be provided, otherwise the project**

proposal will be considered incomplete and therefore ineligible.

A standard form to follow when submitting applications will accompany the opening of the call for applications.

IX. Selection and approval process

1. The CIVICA centralised SEF Committee will carry out the final selection of the joint projects/initiatives to be funded through the SEF. The Committee can only approve project proposals which are pre-approved at each CIVICA partner university involved in the project/initiative.
2. Prior to substantial evaluation of the SEF project proposals, all pre-approvals granted by the respective CIVICA institutions must be confirmed.
3. The centralised CIVICA SEF Committee convenes once per Academic Year, is co-chaired by the CIVICA Secretariat and the WP9 leader and is composed of:
 - one faculty/staff member per CIVICA institution, appointed by the respective CIVICA Steering Committee Member/the WP9 project manager at each Partner University;
 - all the members of the CIVICA Student and ESR Board (one per institution).
4. In order to avoid conflict of interest and ensure full impartiality of the CIVICA SEF Committee's work, members of the Student and ESR Board participating in the project teams taking part in the SEF application process, shall not participate in evaluation of the projects. In this case, the respective universities will identify another person (not taking part in any of the projects submitted within the call for proposals) representing the student community to take part in the evaluation of the projects,
5. The centralised CIVICA SEF Committee will evaluate applications inter alia on the following criteria:
 - quality and value added of the project (0-20 points)
 - impact on the respective students' communities and on the CIVICA community as a whole, also in terms of number of students to be involved/reached, as well as the number of CIVICA Universities involved in the proposal (0-10 points)
 - thematic relevance of the project - adherence of the initiative to CIVICA thematic areas/EU strategic priorities/focus areas (0-10 points)
 - project feasibility (also in terms of timeline and relevance of the type of planned activities to the declared goals of the project) and adequacy of the

budget (this criterion includes eligibility of the planned budget and spending efficiency, defined as consistency of the requested financing with the planned activities and results of the project) (0-10 points).

6. Based on the substantive assessment, ranking list of all projects will be drawn up. The acceptance of a project for implementation is determined not only by its place on the ranking list, but also by the availability of funds in the pool of all the universities involved. If the SEF financial resources of any of the participating institution are exhausted, the next project on the ranking list will be selected for which all the involved institutions still have funds available.
7. The calculation of the results of the expert appraisal of the projects, drawing up the ranking list as well as and the establishment of the final list of projects selected for implementation shall be made by the WP9 coordinator and submitted to the CIVICA SEF Committee for approval.
8. The final amount of money to be granted for the given project proposal accepted for financing will be communicated with the results of the selection. It is possible that the funding requested by the project team will be negotiated by the CIVICA institutions involved in order to assure efficient allocation of the SEF resources.

X. Project implementation, reporting and dissemination

1. After receiving a positive decision on the application, the project team shall implement the project in accordance with a plan for the execution of the project as well as a timeline outlined in the approved project proposal. The funds shall be spent in close cooperation with the CIVICA partner universities responsible for the partial budgets within the project and according to the internal rules and regulations.
2. Upon completion of the project, the project team shall prepare a final report describing and documenting execution of the project and its results. A template for the final report will be made available before the project starts, together with all related operational instructions.
3. Information about all the projects implemented within the SEF will be published at the CIVICA website.
4. All projects' tangible deliverables (including publications, social media feeds) and other communication materials must display relevant information on funding of the project by the SEF within the CIVICA - the European University of Social Sciences and the European Union. I.e.. they must display the CIVICA

logo as well as the logo indicating co-funding from the European Union. Brand guidelines, logos and templates will be shared by the CIVICA Communication Team.

Annex 4

Application files (templates)

CIVICA STUDENT ENGAGEMENT FUND (SEF)

APPLICATION FORM

Academic Year 2025 – 2026

SECTION 1: PROJECT TITLE, ABSTRACT AND INSTITUTIONS INVOLVED

Title of the Project/Initiative:

Please provide above a short title/acronym to identify your project/initiative proposal

Project Abstract

*Please provide below a **short summary/abstract of the project/initiative** and make sure not to exceed the limit of **150 words**. Should the application be successful, this abstract will be published on CIVICA's website.*

CIVICA Institutions involved

Please list below all the CIVICA Universities involved in this proposal

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SECTION 2: PROJECT TEAM COMPOSITION

Option 1: if this project/initiative is proposed on behalf of Registered Student Associations

Please fill in the table below **if this proposal is submitted on behalf of** (at least two) **registered student associations** from (at least two) **CIVICA partner universities**.

Please bear in mind that **members from all the student associations involved** are expected to work on implementing the project/initiative and that the **Association Presidents/representative** will be the main contact points and spokespersons for all next steps.

Student Association Name	Home University	Name, surname and institutional email address of the Student Association President/Representative

Option 2: if this project/initiative is proposed by an ad-hoc project team

Please fill in the table below **if this proposal is submitted on behalf of an ad-hoc project team** formed by **students and early-stage researchers** not affiliated to any student association representing a minimum of two CIVICA partner universities declaring to cooperate on the project/initiative **or if your project team is composed of both members of registered student associations at some CIVICA institution(s) and ad hoc groups from other institution(s)**.

Kindly list below the **designated project spokesperson(s)** who will be the main contact points for all next steps concerning the project/application

Student Name, surname and Id Number	Home University	Institutional email address

<i>Kindly list below all students and early stage researchers willing to work on the implementation of the project/initiative. Please add as many rows as necessary.</i>		
Student Name, surname and institutional email address	Home University	Programme and Year of Study

SECTION 3: PROJECT ADVISOR

[illegible]

SECTION 4: DETAILED PROJECT DESCRIPTION, THEMATIC AREA AND IMPACT

Detailed Project/Initiative Description
Please provide below a detailed description (1,200 words max) of the project/initiative clearly specifying its goals, the format of the initiative, the tentative dates, location (for physical events only) and a short bio of moderators/speakers/facilitators (if applicable). Please also indicate if any external partners will be involved.

--

Impact of the initiative/project

Please specify below how the project/initiative will **benefit the respective student communities**, also in terms of number of students to be involved/reached by the initiative (1000 words max)

--

Thematic Area

Please specify below the adherence of this proposal to the **CIVICA thematic areas/EU strategic priorities/focus areas** listed in the call for application

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SECTION 5: PROJECT TIMELINE AND WORK PLAN

Timeline and Work Plan			
Please describe below the main tasks of your project/initiative, the envisioned timeline , the most important outputs/deliverables of each phase and who will be responsible for/in charge of each activity. Please note that the timeline cannot go beyond the current academic year.			
Task	Person in charge/responsible	Timing	Expected outputs/deliverables

CIVICA Student Engagement Fund (SEF) - AY 2025/2026 - budget form
(originally an Excel file to be filled in)

Instructions:

- a) please fill in **ONLY** the cells highlighted in yellow of the present file, kindly note all unhighlighted fields are blocked
- b) please make sure to complete 1 partial budget for each institution involved in the joint proposal by filling in as many tabs as necessary of the present file
- c) please do not erase any tab (even if the proposal involves less than 10 institutions)

Project**Title/Acronym**

Please make sure to list the same title/acronym used in the word application form

CUMULATED BUDGET FOR THE JOINT PROJECT/INITIATIVE

the summary table below will be filled automatically based on the values encoded in each tab of the present file

Tab number	CIVICA Partner Institution	Budget per Institution	Warnings
1	0	0 €	
2	0	555 €	
3	0	0 €	
4	0	0 €	
5	0	0 €	
6	0	0 €	
7	0	0 €	

8	0	0 €	
9	0	0 €	
10	0	0 €	
TOT Cumulated budget for the initiative		000 €	

CIVICA Student Engagement Fund (SEF) - AY 2025/2026

Project Title/Acronym:	0
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Partial Budget to be financed by the following CIVICA Partner Institution through its SEF Budget:	
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Type of Expense (please select from the list)	Estimated Value in €	Expense Description (please further specify the type of expense foreseen)	Expense Justification (please specify how it relates to the project's objectives)	Comments/notes

Annex 5

Reporting standards (templates)

CIVICA STUDENT ENGAGEMENT FUND (SEF)
PROJECT IMPLEMENTATION REPORT
 Academic Year 2025 – 2026

SECTION 1: DESCRIPTION OF THE PROJECT

Title of the Project/Initiative:	

Project team representative submitting the report:	

Short description of the project

*Please provide below a **short summary of the project** and make sure not to exceed the limit of **500 words**.*

--

CIVICA Institutions involved

Please list here below all the CIVICA Universities involved in the project

--

SECTION 4: DETAILED PROJECT IMPLEMENTATION REPORT

Detailed Project/Initiative Description

*Please provide a **detailed description** (2000 words max) of the results of the project/initiative **clearly specifying** its most important elements (actions taken, events organised, deliverables – if applicable) and **referring to the goals of the project as well as its work plan and timeline** specified in the project application form (Have all these goals been accomplished – and to what degree?)*

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Impact of the initiative/project

Please describe how the respective student communities benefited from the project (i.a. indicate the number of students directly or indirectly involved in the project and comment on sustainability of the results of the project - e.g. Has it created any potential for future cooperation? Are there any long lasting results of the project?) (1000 words max)

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Thematic Area

*Please describe the contribution of the project to the **CIVICA thematic areas/EU strategic priorities/focus areas** indicated in the call for applications (500 words max)*

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SECTION 5: EVALUATION OF THE SEF PROJECT SUPPORT AND RECOMMENDATIONS FOR THE FUTURE DEVELOPMENT OF STUDENT AND ESR INITIATIVES

Evaluation of the SEF project support framework

Please share your opinion on the type of support for student and ESR projects/initiatives offered by the SEF (e.g. Does the SEF provide an appropriate tool to facilitate cooperation between CIVICA students and ESRs? Are there any other forms of support that may be more effective? are the SEF regulations clear? (1000 words max)

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**CIVICA Student Engagement Fund (SEF) - AY 2025/2026 - project
implementation report (budget form)
(originally an Excel file to be filled in)**

Instructions:

- a) please fill in ONLY the cells highlighted in yellow of the present file, kindly note all unhighlighted fields are blocked
- b) please make sure to complete partial budgets for all institutions involved in the project by filling in as many tabs as necessary of the present file
- c) please do not erase any tab (even if the proposal involves less than 10 institutions)

Project

Title/Acronym

--

Please make sure to list the same title/acronym used in the word application form

CUMULATED BUDGET FOR THE JOINT PROJECT/INITIATIVE				
Tab number	CIVICA Partner Institution	Budget per Institution indicated in	Actual spending by institution	Comments

		the project proposal		
1		0 €	0 €	
2		0 €	0 €	
3		0 €	0 €	
4		0 €	0 €	
5		0 €	0 €	
6		0 €	0 €	
7		0 €	0 €	
8		0 €	0 €	
9		0 €	0 €	
10		0 €	0 €	
TOT Cumulated budget for the initiative		0 €	0 €	

CIVICA Student Engagement Fund (SEF) - AY 2025/2026

Project Title/Acronym:	
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Partial Budget estimated in the project proposal to be financed by the following CIVICA Partner Institution through its SEF Budget:	
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Partial Budget actually financed by the following CIVICA Partner Institution through its SEF Budget:	
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Type of Expense indicated in the project proposal	Value estimated in	Actual spending in €	Expense Description (please comment on any differences between the	Comments/notes
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[illegible]