

Call for projects Fairest Faculty

1. Purpose of the call

Since last academic year (2024-2025), Ghent University has given the faculties a degree of **autonomy** in organising activities during Ghent University's Fair Trade Week.

Following a successful previous edition, we are continuing this project under the guidance and supervision of the Green Office.

This year, the week has been renamed "**Sustainable and Fair Trade Week at Ghent University**" and will take place from **23 to 27 March 2026**.

The aim is to introduce students and staff to Fair Trade and sustainability from their own faculty environment.

We believe that the faculty is closest to the needs and requirements of its staff and students and that the organised activities will therefore have more impact and support.

Possible suggestions for events are:

- A Fair Trade debate with relevant actors
- Screening of a Fair Trade documentary (Slay, The True Cost, Made in Bangladesh, etc.)
- Organising a tasting session with Fair Trade products
- A swap event with a substantive introduction
- Organising a fair faculty run with sponsorship going to a good cause

...

Some themes for inspiration:

- Ecological and fair travel (Planet Service Learning, Community Service Learning)
- Fair and sustainable ICT (e.g. collaboration with Elektronics Watch, Fair ICT Flanders, Catapa, Working Group on Fair and Circular ICT (Ghent University))
- Exchange economy, exchange of services and goods. E.g. the Torrekens in the Brugse Poort
- Congo, Sudan, Ethiopia, Palestine ... (the less "visible" and visible conflicts)
- Development... aid?
- Sustainability and Fair Trade in the medical world
- Climate emotions, e.g. with a speaker such as Tine Hens.
- Food, e.g. the protein shift, sustainable cooking/sustainable shopping trolley, seasonal consumption.
- Collective action and activism, e.g. a lecture on Radical Flank Theory.
- The (un)sustainability of second-hand clothing, e.g. with a speaker such as Sarah Vandoorne.

2. Who can apply?

Professors, researchers, lecturers, ATS staff and students affiliated with Ghent University can submit an application for this call, provided that:

- They remain affiliated with the institution for at least the planned duration of the project
- They are the (co-)organiser of the initiative

A budget holder will be appointed for each initiative by the central administration. This budget holder is the person authorised to enter into financial commitments on behalf of the institution. The promoter is responsible for the implementation of the initiative. Several initiatives may be submitted per faculty. Please note: **the budget of €1,500 is allocated per faculty, not per proposal.**

3. Budget

Selected proposals will receive a **contribution of up to €1,500 per faculty**. If you “only” need €500, please do not request more. This will allow us to approve as many proposals as possible. However, the organisers at the Green Office may decide to allocate a lower budget than requested in the proposal.

Once the proposal has been approved, the budget holder will consult with the promoter(s) to work out the practical details.

A final report on the results of the event must be submitted within four weeks of the event.

The template for this will be provided to the promoter once the proposal has been approved.

4. How to apply?

Complete the application form by **Friday 21 November 2025, 00:00**. Applications must be submitted electronically by email to **fairtrade@ugent.be**. Please use a PDF converted from a Word document and not a scanned PDF. The document for submission must have the following name: “fairefaculteit_abbreviation of your faculty_application form”.

5. What support do we provide?

We select the most suitable projects, allocate a budget and liaise with the communications agency.

You can also contact us for **feedback and tips** regarding the content via the email address fairtrade@ugent.be.

A **communications agency** will design social media visuals for each approved application. During the campaign, they will take over the Viva fair trade UGent Instagram account and the faculties can repost on their own social media. Videos and photos taken during the activities will also be organised centrally.

6. Assessment

The proposals will be assessed and selected by the Green Office.

The proposals will be assessed on the basis of:

1. Quality, relevance and impact of the proposed event.

Criteria for relevance are:

- Focus on Fair Trade and/or sustainability, with a combination of both being preferred.
- Key concepts: Empowerment, sustainability, Fair Trade, inclusion

2. Feasibility

3. Accessibility of the activity

- Provide opportunities for people with reduced mobility to participate.
- Provide opportunities for people with visual or hearing impairments to participate.
- Focus on creating a safe, if possible, brave space.
- Try to involve students, professors, researchers, lecturers and ATP staff.

The results will be announced no later than Wednesday 26 November 2025, 5 p.m.

7. More information

For more information, please contact fairtrade@ugent.be.