

國立東華大學推動性別平等教育工作獎勵暨補助要點

National Dong Hwa University Guidelines of Reward and Subsidy for Promoting Gender Equity Education Work

102.06.25 101 學年度第 2 學期第 3 次性別平等教育委員會通過
104.01.13 103 學年度第 1 學期第 2 次性別平等教育委員會通過
104.03.11 103 學年度第 2 學期第 1 次行政會議修正通過

- 一、國立東華大學(以下簡稱本校)為推動性別平等教育，鼓勵本校教職員工生積極參與性別平等教育相關工作，依性別平等教育法第十一條規定訂定本要點。
- 二、本要點適用對象為本校教職員工生或系所、單位、社團。
- 三、本校教職員工生，於當年度或近兩年中具有下列各款優良事蹟者，得予以獎勵：
 - (一)參與本校性別平等教育政策、計畫及法規研擬，或提出興革意見，經實施具有優異成效。
 - (二)執行本校性別平等教育政策、計畫，或積極參與性別平等教育服務推廣活動具有優異成效。
 - (三)任本校性別平等教育委員會(以下簡稱性平會)委員，參與性平會業務運作有優良表現。
 - (四)參與教育部辦理之相關事件調查處理專業人員培訓，並獲教育部核可推薦列入校園性侵害性騷擾或性霸凌事件調查專業素養人才庫。
 - (五)參與本校校園性侵害性騷擾或性霸凌事件調查或防治工作績效卓著。
 - (六)參與檢視、規劃或建立性別平等友善安全校園空間有具體成效。
 - (七)推動社區有關性別平等之家庭教育與社會教育有具體事蹟。前項獎勵案，可自薦或由各界推薦，於活動結束後填具申請表格(格式如附件一)，並備妥相關佐證資料，送秘書室提出申請。
- 四、依本要點申請補助之項目以演講、展覽、研討會、座談會、相關集會等性別平等教育或學生懷孕輔導知能類別相關活動類型為限，具社區推廣教育者優先補助。前項補助申請採事先申請制，申請者應填具申請表格(格式如附件二)，於每年三月底及九月底前送秘書室提出申請。
- 五、申請獎勵案提經性平會依第三點審查通過者，作成決議予以獎勵：
 - (一)教師由本校頒發獎狀。
 - (二)職員工送人事室或總務處，提請本校相關委員會依規定予以獎勵。
 - (三)學生送學生事務處，依本校學生獎懲辦法予以獎勵。
- 六、申請補助案由性平會審查活動舉辦目的、活動規模、活動參與人數、活動效益及過往活動成效等酌予補助。每案最高補助業務費新台幣(下同)壹萬元為原則，年度經費伍萬元，用完為止，由秘書室業務費項下編列支應。依前項獲核補助者，應於活動結束後二個月內填具成果報告(格式如附件三)送秘書室彙辦，並依本校核銷相關規定辦理。
- 七、性平會委員處理申請獎勵或補助案，應遵守相關迴避規定。
- 八、本要點經本校性別平等教育委員會審議，行政會議通過，陳請校長核定後實施，修正時亦同

國立東華大學 推動性別平等教育工作獎勵案 申請表

姓名		服務單位 (系所)	
聯絡方式			
推薦單位 (自薦免填)			
申請之 獎勵項目			
申請之 獎勵期間			
相關說明 或證明			
審核結果			

國立東華大學 性別平等教育活動經費補助 申請表

活動名稱			
申請單位		申請日期	年 月 日
聯絡人		聯絡電話	
活動時間	自 年 月 日 時 分起 至 年 月 日 時 分止	活動類型 (備註1)	
主講人		活動地點	
※務請檢附活動議程等相關佐證資料			
活動說明：			
申請人		申請單位主管	

備註1：活動類型請註明演講、展覽、研討會、座談會等活動類型。

經費需求概算表

經費項目	數量	單價(元)	總價(元)	說明
所需經費合計	共計_____元			
擬申請經費	共計_____元			

國立東華大學推動性別平等教育活動經費補助

成果報告書 填報日期： 年 月 日

活動名稱			
承辦單位			
填表人		連絡電話	

一、活動名稱：

日期：

時間：

地點：

參與人數：

二、活動議程

《請附活動目的及議程》

三、活動概況

《請以 400~600 字描述概況，如有滿意度調查者，亦請呈現之》

四、檢討建議

《請簡要說明》

五、活動剪影

《請隨附照片(至少 4 張)及說明》

National Dong Hwa University Guidelines of Reward and Subsidy for Promoting Gender Equity Education Work

2013.06.25 approved, 2nd Semester, 3rd Gender Equity Education Committee Meeting
2015.01.13 approved, 1st Semester, 2nd Gender Equity Education Committee Meeting
2015.03.11 amended and approved, 2nd Semester, 1st Administrative Meeting

- I. In order to encourage faculty members, staff and students to actively participate in gender equity education work, National Dong Hwa University (hereinafter referred to as “NDHU” or “the University”) has formulated this *Guidelines of Reward and Subsidy for Promoting Gender Equity Education Work* (hereinafter referred to as “the Guidelines”) in accordance with Article 11 of the *Gender Equity Education Act*.
- II. The Guidelines shall be applicable to NDHU faculty members, staff, and students, or departments, sectors, and clubs.
- III. Those who demonstrate any of the following good deeds in the current academic year or recent two years are eligible to apply.
 - (I) Participating in the formulation of the University’s gender equity education policies, projects, laws and regulations, or the submission of revitalizing and reforming opinions yielding excellent results after actual implementation.
 - (II) Implementing NDHU gender equity education policies and projects, or actively participating in gender equity education services and activities yielding excellent results.
 - (III) Serving as a member of NDHU Gender Equity Education Committee (hereinafter referred to as “the Committee”) and delivering excellent performance while participating in the Committee’s operation.
 - (IV) Participating in the training of gender-equity-related investigation specialists implemented by the Ministry of Education (hereinafter referred to as “MOE”) and being both approved and recommended by MOE to be included into the sexual assault, harassment, or bullying investigation specialist database.
 - (V) Participating in the University’s investigation and prevention of sexual assault, harassment or bullying on campus and producing excellent results.
 - (VI) Participating in reviewing, planning, or establishing gender equity friendly and safe campus and making concrete achievements.
 - (VII) Promoting gender-equity-related family education and social education within communities and making concrete achievements.

The applicant, either self-recommended or recommended by others, shall submit the application form (see Annex 1) to the Secretariat after the activity in question with required and/or relevant supporting materials.

- IV. In accordance with the Guidelines, the subsidies shall be granted to activities related to gender equity education or knowledge and skills of guiding pregnant students; promotion of community education preferred. The types of the abovementioned activities are limited to speech, exhibition, seminar, forum, meetings, etc.

Those who intend to apply for the aforementioned subsidy shall submit the application form

(see Annex 2) to the Secretariat in advance by the end of March and September each year.

- V. Those whose applications approved by the Committee shall receive the reward in accordance with the Committee's resolution.
 - (I) Faculty members are awarded certificates by the University.
 - (II) Staff are awarded by pertinent committees via the Personnel Office or the General Affairs Office in accordance with pertinent regulations after being sent to.
 - (III) Students are awarded via the Student Affairs Office in accordance with NDHU *Student Rewards and Punishments Regulations*.
- VI. The application for subsidy shall be reviewed by the Committee in accordance with several criteria, such as objective, scale, number of participants, effectiveness, result of previous activities, etc. The maximum operating expense subsidy per case is NT\$ 10,000 in general; the annual funding is NT\$ 50,000 until used up. The subsidies shall be budgeted by the Secretariat under its operating expenses.

Those who approved for subsidy shall submit the achievement report (see Annex 3) to the Secretariat within 2 months upon the completion of the activity in question and proceed in accordance with reimbursement-pertinent regulations.
- VII. The Committee shall observe recusal-pertinent laws and regulations while handling the application of reward or subsidy.
- VIII. The Guidelines have been reviewed by NDHU Gender Equity Education Committee, approved at the Administrative Meeting and by the President before implementation. Same process shall apply to all amendments.

Reward for Promoting Gender Equity Education Work: Application Form

Name		Serving at (Department)	
Way of Contact			
Recommended by (N/A for self- recommendation)			
Reward Applied			
Duration Applied			
Relevant Explanations or Proof			
Review Result			

Subsidy for Gender Equity Education Activity: Application Form

Name of Activity			
Applicant (Sector)		Date of Application	yyyy/mm/dd
Person of Contact		Telephone No.	
Date and Time of Activity	From: yyyy/mm/dd/hh/mm To: yyyy/mm/dd/hh/mm	Type of Activity (Remark 1)	
Speaker		Venue	
※DO attach relevant supporting materials, such as activity agenda, etc.			
Activity Description:			
Applicant		Competent Authority	

Remark 1: Please specify the types of activity, such as speech, exhibition, seminar, forum, etc.

Estimated Budget

Items	Amount	Unit Price (NT\$)	Total Price (NT\$)	Description
Total Budget	NT\$ _____ dollars			
Funding Applied	NT\$ _____ dollars			

Date of Filing: yyyy/mm/dd

NDHU Promoting Gender Equity Education Activity Subsidy

Achievement Report

Name of Activity			
Undertaking Sector			
Completed by		Telephone No.	

1. Name of Activity:
 Date:
 Time:
 Place:
 Number of Participants:
2. Agenda
 《Please attach objectives and agenda of the activity.》
3. General Description
 《Please describe the activity in 400 ~ 600 words; including satisfaction survey if applicable.》
4. Reviews and Suggestions
 《Please explain briefly.》
5. Photos
 《Please attach at least 4 photos and explanations.》