

# RESEARCHER LINKS

[www.britishcouncil.org](http://www.britishcouncil.org)

## NEWTON FUND RESEARCHER LINKS WORKSHOPS – GUIDELINES FOR APPLICANTS APRIL 2016 –

### 1. Background

The Newton Fund aims to build UK-partner country collaborations centred on shared research and innovation challenges which have **direct** relevance to Newton partner countries' social welfare and economic development.

Tackling global challenges – such as extreme weather conditions, urbanisation, access to affordable health care, food and energy security, and meeting the social and economic needs of a growing population – requires an integrated research and innovation approach, bringing together communities from different disciplines, sectors, and countries in high-quality collaborations.

All Researcher Links-funded workshops will have the following three overarching objectives:

- **Support international development-relevant research** – Workshops are intended to support research areas relevant to the economic development and welfare of partner countries.
- **Contribute to capacity building of early career researchers** – The proposal must include a description of how the workshop will contribute to the personal and professional development of the participants. Workshop coordinators should indicate how they envisage this occurring, including any plans for long-term mentoring of early career researchers (either within each country, or cross-nationally).
- **Establish new research links or significantly develop existing links, with the potential for longer term sustainability** – Coordinators must outline the specific outputs anticipated from the workshop. The aim of the workshop is to stimulate longer term links between the UK and partner countries, as well as to contribute to the personal and professional development of the participants. The workshop proposal should include an explanation of the mutual benefits to the UK and partner country researchers and institutions. They should also explore any potential longer term benefit that might arise, thinking about who might benefit and how they might benefit and describing the actions that will be taken to ensure that potential impact is realised.

### 2. Overview of the funding opportunity

Researcher Links Workshop grants are designed to provide financial support to bring together a UK/partner country bilateral cohort of early career researchers to take part in workshops to meet

the overarching objectives. The programme is supported by UK government and partner country funding and forms part of the Newton Fund

(<http://www.britishcouncil.org/education/science/researcher-links>).

Each workshop will be coordinated by two Leading Researchers<sup>1</sup>, one from each country, and will focus either on a specific research area or on an interdisciplinary theme (for example 'Sustainable Cities'). Workshop coordinators can identify up to four additional Leading or Established Researchers<sup>1</sup> (two from each country) to be involved in the workshop and act as mentors, but the remaining participants must be researchers at an earlier stage in their career.

Proposals in any discipline/multidisciplinary area will be accepted (including the natural sciences, social sciences, arts and humanities). However, some countries have specified areas (see Annex 1 for country specific guidance).

For-profit organisations and not-for-profit organisations (other than not-for-profit higher education institutions or publicly-funded research organisations) can participate in Researcher Links workshops but are usually **not** eligible to apply for Workshop grants. **For-profit organisations are not eligible to receive any grant funds.** Please see list of eligible UK research institutions [here](#). Please contact us at [UK-Researcherlinks@britishcouncil.org](mailto:UK-Researcherlinks@britishcouncil.org) if you are in doubt about the eligibility of your institution.

UK institutions can partner with institutions affiliated to other UK institutions (e.g. an overseas campus) to deliver workshops provided that the workshops also include other eligible higher education institutions or research organisations in the partner country. Applicants will need to work closely with and include early career researchers from the institutions based in the partner country that are not affiliated to a UK university.

In the April 2016 call the following countries are inviting proposals for Researcher Links workshops:

**Brazil, Egypt, India, Mexico (to be confirmed), South Africa (to be confirmed), Turkey**

Please note that subsequent calls for proposals may involve different partner countries.

### **3. Relevance to economic development and social welfare**

Researcher Links Workshops are intended to support research areas relevant to the development of partner countries.

We define research with development relevance as research (applied or fundamental) that has the potential to contribute to the economic development and social welfare of low- and middle- income countries<sup>2</sup>, benefitting low income and vulnerable populations in these countries. **In order to be considered for funding under this programme, all proposals must clearly articulate a plausible pathway showing how the research may lead to positive impact on these populations within a reasonable timeframe (within 3-15 years). Applications which do not meet this criterion cannot receive UK Newton Fund support.**

In some disciplines, development relevance can be longer-term and less direct than in other areas and impact may be societal. In all cases, it is the responsibility of the applicant to articulate how the research area or activity proposed will meet these criteria. Applicants should not expect reviewers to make assumptions about development impact that is not clearly described within the proposal.

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<sup>1</sup> For an indication of profiles for the different categories of participants, we suggest applicants refer to the European Commission document 'Towards a European framework for research careers' ([http://ec.europa.eu/euraxess/pdf/research\\_policies/Towards\\_a\\_European\\_Framework\\_for\\_Research\\_Careers\\_final.pdf](http://ec.europa.eu/euraxess/pdf/research_policies/Towards_a_European_Framework_for_Research_Careers_final.pdf)). Coordinators and mentors should be at 'R4 – Leading Researcher' level or 'R3 – Established Researcher' level, and early career participants at 'R2 – Recognized Researcher' level or at the beginning of R3 level.

<sup>2</sup> As defined by the OECD DAC list of official development assistance (ODA) recipients (<http://www.oecd.org/dac/stats/daclistofodarecipients.htm>).

In order to show development relevance within the context of their proposed project, applicants are encouraged to include reference to any local or national consultation, links to government policies, and any links with government institutions.

For more on our approach to ODA, please see <http://www.newtonfund.ac.uk/about/what-is-oda/>

Agreements for ownership and exploitation of intellectual property generated through project activities must be consistent with the primary aim of addressing development issues.

Under this call, the following research and innovation challenge areas will be given priority (**unless specified further in Annex 1 for individual countries**). Multidisciplinary proposals are welcome, and may include Social Sciences and Arts and Humanities. The challenge areas are as follows:

- o Agriculture (e.g. irrigation, crop yields)
- o Climate and environment (e.g. climate change, green technology, sustainable development, ecosystem services, resource scarcity)
- o Sustainable energy for all
- o Education research for development
- o Economic growth (e.g. equitable growth, financial sector development, private sector development)
- o Health (e.g. HIV/AIDS, malaria, tuberculosis, neglected tropical diseases, child mortality, maternal health)
- o Water and sanitation
- o Food and nutrition (including food security)
- o Demographic change and migration
- o Rural and urban development
- o Infrastructure (including civil engineering, information and communication technologies, big data for social and economic development)
- o Humanitarian disasters and emergencies, disaster risk reduction
- o Resilient and connected communities
- o Governance, society and conflict (e.g. transparency, accountability, effective institutions, land and natural resource rights, poverty alleviation, social development, structural inequalities, violence and security, peace building, civil society)
- o Development-relevant data collection, quality and access (including administrative data and macroeconomic statistics).

Please see Section 19 for a list of our review panels.

#### **4. Who can propose a workshop?**

Leading Researchers (see footnote 1 on previous page) may apply to be workshop coordinators and must propose a theme for the workshop using the online application form [here](#). The proposal must be a joint application, with one coordinator based at a UK institution and one based in the partner country. Applications must have the support of the home institutions, confirmed by checking a tick box in the online application. In this round, only one application may be submitted per coordinator, but there is no limit to the number of applications submitted per institution.

#### **5. Location of the workshops**

It is expected that most workshops will take place in the partner country (i.e. outside of the UK) unless indicated otherwise in Annex 1. However, if there is a compelling reason for the workshop to

take place in the UK, then this should be detailed in the proposal and agreed with the British Council.

## **6. Duration of the workshops**

The minimum duration of a workshop is 3 days and the maximum duration is 5 days.

## **7. Timing of the workshops**

Workshops must take place between 1<sup>st</sup> February 2017 and 31<sup>st</sup> January 2018.

## **8. Participation in the workshops**

Workshop coordinators must identify up to 4 Leading/Established Researchers (see footnote on page 1 for a definition), two from each country, to act as mentors, but the remaining participants must be researchers at an earlier stage in their career.

Workshop places must be allocated to early career researchers through an open call once the British Council has notified the applicants that their proposal has been successful. Criteria for the selection of early career researchers will be made available to workshop coordinators. However, we would expect early career researchers to have been awarded their PhD not more than 10 years prior to the workshop (or to have equivalent experience), with allowances made for career breaks. If a researcher does not hold a PhD but has research experience equivalent to a PhD holder and works in a field where a PhD is not a pre-requisite for established research activity, they can still be considered eligible. Participants from for-profit organisations cannot be funded.

**Role of the workshop coordinators:** Coordinators submit the online application form along with a budget request, determine the workshop theme and shape the content/agenda of the workshop. Workshop coordinators – overseen by the relevant British Council country office and in-country partners, if appropriate – will also be responsible for selecting mentors and early career researchers to participate in the workshop if the proposal is successful.

Under this call for proposals, workshop coordinators will be responsible for all organisational aspects of the workshop logistics (including travel arrangements for participants and booking of the workshop venue).

In most cases, the grant agreement will be signed by the UK workshop coordinator's home institution which will be responsible for the management of the grant (including financial reporting). However, in some countries this is subject to change and the final terms will be communicated to successful applicants.

Under future calls, in some participating countries, the relevant British Council country office may organise the workshops on behalf of the coordinators, in which case all logistical arrangements will be managed and paid for directly by the relevant country office. Please see Annex 1 for information on which countries this applies to. However, responsibility for the preparation of the proposal (including the budget request), the workshop content and the selection of early career participants will still lie with the workshop coordinators.

**Role of the Mentors:** Established Researchers can give a limited number of keynote lectures but must also act as mentors to the early career researchers during the workshop. Ideally, they would also remain in contact with the early career researchers after the workshop has finished.

## **9. Language**

Workshops will be held in English. It is expected that all participants will have a sufficient standard of English to engage fully in discussion. However, consideration should be given to non-native speakers.

## **10. Thematic focus of the workshops**

Workshops may be specific to a particular field of research or interdisciplinary in nature. Any relevant field of research can be covered, except where partner countries have indicated specific priority areas (please see Annex 1 for country priority areas).

## 11. Content of the workshop

Workshop coordinators are expected to lead on developing the research content of the workshops. However, workshops are intended to be a career development opportunity with a focus on promoting international collaboration, and there are specific guidelines to facilitate this. The following is a brief overview, and more detailed guidance will be provided to successful applicants:

Sessions should be as interactive as possible, and all participants encouraged to share knowledge, experience and ideas. Workshop coordinators and mentors should share their expertise.

Suggested sessions:

- Formal keynote lectures by the workshop coordinators and mentors. These must take up no more than a half-day in total (ideally spread over the workshop).
- Research sessions where the early career researchers are able to share their current research. This could be in poster format or oral presentations.
- Networking sessions where researchers are able to interact and explore opportunities for collaboration (e.g. speed-networking sessions)
- Overview of the research base and funding opportunities: a brief introduction to the research base in the UK and partner country – how research is funded, size, strengths, international collaborative activity and links with industry.
- Career development opportunities in the UK and partner country. This could be an informal discussion amongst the researchers or a more structured look at career development.
- How to form international collaborations (intercultural skills, challenges, opportunities, best practice etc.).
- Optional content within workshops (where appropriate these sessions would be welcomed but applications will not be disadvantaged if they do not include them):
  - Depending on the research field or theme of the workshop, coordinators may wish to include a session which invites industry or other non-academic partners to talk about cross-sectoral collaboration.
  - Public engagement activity/Cultural activity/ Visit to a relevant research facility.

## 12. Recruitment of participants

Following the selection process, successful workshop coordinators will be responsible for recruiting participants to the workshops. Participants must be based in the UK or in the partner country.

Early career researchers recruited to participate in the workshop must have a PhD or equivalent research experience. There must be an open call for participants which must be disseminated through various defined channels<sup>3</sup> (so that workshops are advertised as widely as possible). **No more than a third** of early career researchers from each country may be recruited from within the institutions of the coordinators and mentors.

The selection of early career researchers to participate in the workshop must be fair and transparent. The British Council will provide a template application form for participants which

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<sup>3</sup> Examples of dissemination channels:

- Euraxess: [www.euraxess.org.uk](http://www.euraxess.org.uk)
- UK Research Staff Association: <http://www.vitae.ac.uk/researchers/205761/UK-Research-StaffAssociation.html>
- British Institute at Ankara website: <http://www.biaa.ac.uk/home/>
- British Academy Africa Desk: <http://www.africadesk.ac.uk/pages/home/>

coordinators can adapt as appropriate, and British Council in-country teams will be available to offer advice and oversight where necessary.

Equal opportunities and diversity are at the heart of the British Council's cultural relations ambitions. coordinators are encouraged to work towards as equal a gender balance as is possible, promote diversity, and ensure that no applicants are excluded from participation on the basis of ethnicity, gender, religious belief, sexual orientation or disability.

The maximum number of participants per workshop is 40 (including coordinators, mentors and ECRs).

### **13. Funding**

The level of grant funding available from the Newton Fund depends on the country: please see Annex 1 for country-specific limits.

A condition for accessing funds from the Newton Researcher Links programme is that match funding is secured from partners in each country. For the April 2016 call, the British Council has secured match funding from most national funding agencies or other partners in each participating country. Please see Annex 1 for more details for each country.

The grant contribution given to support the organisation of the Researcher Links workshops is calculated using a combination of flat unit rates per person and accountable costs.

The 6 budget categories: International travel, Domestic travel, Subsistence, Event costs per day, Additional costs and Admin costs. Please note that the unit costs given in Annex 4 constitute the maximum amounts that can be requested in each category and that all budget requests will be assessed for feasibility and appropriateness.

**Please see Annex 4 for maximum amounts that can be requested in each budget category.** Applicants are required to provide a budget request upon submission of their proposal.

#### **International travel**

This is a contribution towards: travel costs to the country of the workshop for international participants, visa costs, travel insurance and local transport to the workshop venue. It is calculated using a unit cost for each workshop participant, at the travel rate stated for the country where the workshop takes place.<sup>4</sup> International economy class airfares should be booked by the workshop coordinators as far in advance as possible to minimise costs.

Workshop coordinators and workshop participants must take out adequate insurance. The British Council cannot take responsibility for any issues which occur when the participants are in-country.

#### **Domestic travel**

This covers costs of domestic travel to the venue for workshop participants based in the country where the workshop takes place. The domestic travel contribution is calculated using a unit cost for each workshop participant and is specific to the country where the workshop takes place.

#### **Subsistence**

This covers the costs of accommodation, medical insurance and daily expenses such as phone and local transport. Subsistence is calculated using a unit cost for each workshop participant multiplied by the number of days of the workshop, and is specific to the country where the workshop takes place.

#### **Event costs**

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<sup>4</sup>Costs of any additional travel during the workshop – for international and domestic participants – may be covered using the subsistence budget.

This covers the costs of venue hire and meals. The event rate grant contribution is calculated using a unit cost for each workshop participant multiplied by the number of days of the workshop, and is specific to the country where the workshop takes place.

### **Contribution to additional event costs**

Workshop coordinators can request a sum of up to £200 to cover additional costs not already covered, e.g. projector, flip charts and other materials needed for the organisation of the workshops (including networking and social activities).

### **Administrative costs**

Workshop coordinators can request a sum of up to £2,000 to cover administrative costs such as telephone bills, printing costs and stationery.

**Staff costs and honoraria cannot be covered** by the Researcher Links grants. Only a contribution of up to £2,000 can be requested to cover administrative costs (please see Annex 4).

### **14. Payment of the grant**

The Newton Fund grant for Researcher Links workshops will be paid in 2 instalments: a 90% pre-financing payment will be paid within 30 days of signature of the Grant Agreement, and 10% post-workshop payment or recovery of the balance on approval by the British Council of a final report.

If the workshop has not been delivered as planned, or if fewer participants attended than originally envisaged, resulting in a reduction in costs, the final payment may be withheld and if necessary a proportion of the grant recovered. The Researcher Links Grant Agreement will be signed by and the grant paid to one of the workshop coordinators' home institutions, usually the UK. The grant recipient institution that signs the agreement will then be responsible for the management of the grant (including financial reporting). The final terms will be communicated to successful applicants.

Funding offered under the Researcher Links programme is intended as a **contribution** towards the costs of the workshops. Workshop coordinators are expected to add a contribution in-kind towards the overall cost of the workshop by dedicating their time to the planning and delivery of the workshops.

### **15. Reporting**

Workshop coordinators must submit a final report within 30 days after the workshop. The final report template will be sent to successful applicants as part of the grant agreement and will include financial and narrative sections. Further details will be provided to successful applicants in the detailed workshop guidelines.

Individual workshop participants will be asked to complete an online baseline survey, a baseline follow up survey 6 months after the workshop and a post workshop feedback questionnaire. Workshop coordinators will be asked to send the link to the baseline survey to their participants and also to administer the post-workshop questionnaire.

### **16. Ethics and research governance**

It is essential that all legal and professional codes of practice are followed in conducting work supported under this Programme. Applicants must ensure the proposed activity will be carried out to the highest standards of ethics and research integrity. Specifically, applications that involve research on animals, human participants, human tissue or patient/participant data must be accompanied by necessary permission certificates from the relevant local ethical review committees/authorities in the UK and the partner country, or an undertaking to obtain this permission in advance of the activity commencing. Failure to do so will result in applications being rendered ineligible and any funding already committed through this Programme being rescinded.

Please refer to the Research Councils UK 'Policy and Guidelines on Governance of Good Research

Conduct' (<http://www.rcuk.ac.uk/Publications/researchers/grc/>), the InterAcademy Partnership report 'Doing Global Science: A Guide to Responsible Conduct in the Global Research Enterprise' (<http://www.interacademycouncil.net/24026/29429.aspx>) or contact us at [UK-ResearcherLinks@britishcouncil.org](mailto:UK-ResearcherLinks@britishcouncil.org) for further guidance.

## 17. Diversity

While recognising that some research fields are dominated by one particular gender, coordinators are encouraged to work towards as equal a gender balance as possible, promote diversity, and must ensure that no applicants are excluded from participation on the basis of ethnicity, gender, religious belief, sexual orientation or disability.

Applicants may apply for funding to cover extra costs for such participation. Please make costs to cover the inclusion of under-represented groups clear in the 'human resources' section of the budget request in your application.

Please contact us at [UK-ResearcherLinks@britishcouncil.org](mailto:UK-ResearcherLinks@britishcouncil.org) for further information on funding and for more on the British Council's approach, see our Equality Policy at [https://www.britishcouncil.org/sites/default/files/equality\\_policy\\_1.doc](https://www.britishcouncil.org/sites/default/files/equality_policy_1.doc)

## 18. Application process

Applicants must submit **a completed online application form**. Email submissions will not be accepted. The online form and a Word version can be found on the British Council Researcher Links webpage (<http://www.britishcouncil.org/education/science/current-opportunities>).

The online form allows applicants to enter information and save it for a later date until final submission. There are strict character limits for each section which cannot be exceeded. Any problems with the online submission system should be reported to the following email address: [UK-ResearcherLinks@britishcouncil.org](mailto:UK-ResearcherLinks@britishcouncil.org).

Applicants must confirm on the online form that:

- applicants have obtained **permission to submit the application on behalf of the UK and partner country institutions**
- the UK or partner country coordinators' institution **is willing to receive the funds and to sign a grant agreement with the British Council**.
- For institutions in Vietnam and Indonesia, the financial and/or in-kind contribution that will be provided.

Once the online application is submitted, applicants will receive a confirmation email containing the application ID number. This acts as acknowledgement of receipt by the British Council system. This reference number must be used in all communications with the British Council. Applicants who have not received an automated email confirmation should contact the British Council at [UK-ResearcherLinks@britishcouncil.org](mailto:UK-ResearcherLinks@britishcouncil.org).

## 19. Application assessment and notification of results

Applications will be assessed against the eligibility and quality criteria (Annex 2 and 3). Applicants whose application is rejected at the eligibility stage will have 10 days to appeal against the decision.

Successful applicants will be notified approximately 3 months after the call deadline.

## 20. Selection Process

Selection begins with an eligibility check by the British Council against the eligibility criteria given in these Guidelines, including Annex 1 and the Eligibility Checklist at Annex 2.

Eligible proposals then undergo independent external quality review on the basis of quality, fit to development needs and country priorities and the overarching Researcher Links workshops objectives.

Eligible workshop proposals will be assessed in the UK by one of five Review Panels:

- **Arts and Humanities**
- **Biological and Medical Sciences**
- **Engineering, Physical and Space Sciences**
- **Environment, Agriculture and Food Sciences**
- **Social Sciences**

Workshop coordinators must indicate in their online application form which Review Panel their proposal should be assessed by, and the subject(s) their research covers. Up to 3 subject areas can be selected in priority order, but the applicant must **indicate only one Selection Panel**.

In the UK Workshop proposals will be assessed by two reviewers against the quality criteria in Annex 3. Each review results in a total score between 0 and 60. The final score will be decided by the full Review Panel. Applications scoring less than 30 points will be considered not fundable. However, please note that achieving an average score of 30 or above does not imply that the proposal will be funded.

The final selection decision will be made in-country in collaboration with national stakeholders and partner funding organisations. National and partner research priorities will be considered in the final decision in addition to the general assessment criteria under this programme. Please see Annex 1 for priority areas by country.

As detailed in section 9 of this guideline, only those proposals will be considered for funding that have clearly articulated relevance to the economic development and social welfare of low- and middle-income countries, benefitting poor and vulnerable populations in these countries.

## **21. Call deadline**

The submission deadline is **16:00 UK time on 27 June 2016**. Proposals submitted after the deadline **will not be considered for funding**.

## **22. Data protection**

As part of the online application form, the British Council will ask applicants' permission to:

- Use the information provided in the application for processing the application, making any consequential award, for the award payment, monitoring, maintenance and review of the award. In some cases information will be shared with national programme partners for the purpose of selection and monitoring of the award.
- Make information on the successful applications available to the public on their website and other publicity, and in reports and documents.
- Contact applicants in the future to inform them about future British Council opportunities.

Under UK Data Protection laws applicants have the right to ask for a copy of the information we hold on them, for which we may charge a fee, and the right to ask us to correct any inaccuracies in that information. More information on this is available on the British Council data protection webpage (<http://www.britishcouncil.org/home-data-protection.htm>). Alternatively, it can be requested from the local British Council office or the Data Protection Team at [dataprotection@britishcouncil.org](mailto:dataprotection@britishcouncil.org).

## **23. Applicant screening**

In order to comply with UK government legislation, the British Council may at any point during the application process, carry out searches of relevant third party screening databases to ensure that neither the applicant nor any of the applicant's employees, partners, directors, shareholders is listed:

- as an individual or entity with whom national or supranational bodies have decreed organisations should not have financial dealings;
- as being wanted by Interpol or any national law enforcement body in connection with crime;
- as being subject to regulatory action by a national or international enforcement body;
- as being subject to export, trade or procurement controls or (in the case of an individual) as being disqualified from being a company director; and/or
- as being a heightened risk individual or organisation, or (in the case of an individual) a politically exposed person.
- If the applicant or any other party is listed in a Screening Database for any of the reasons set out above, the British Council will assess the applicant as ineligible to apply for this grant call.

The applicant must provide the British Council with all information reasonably requested by the British Council to complete the screening searches.

**Please read the text to this effect on the application form and tick the box to show that you understand this.**

## Annex 1 – Country-specific guidance and grant rates

Please note that the unit costs given below constitute the maximum mounts that can be requested in each category and that all budget requests will be assessed for feasibility and appropriateness. While the maximum contribution cannot be exceeded, applicants can request less in which case the amount requested cannot be increased at a later stage.

<b>1. Brazil</b>
<b>National Co-funders: CONFAP and FAPESP</b>
<b>Research priorities:</b> <ul style="list-style-type: none"><li>• All areas in the global call (see page 3)</li><li>• Zika virus</li></ul>
<b>Additional eligibility criteria:</b> <p>Please refer to the information here <a href="http://www.britishcouncil.org.br/newton-fund/chamadas/researcher-links-confap-fapesp-2016-2017">www.britishcouncil.org.br/newton-fund/chamadas/researcher-links-confap-fapesp-2016-2017</a> for specific requirements for the different Brazilian states.</p> <p>The British Council will pay 50% of the grant to the UK institution and CONFAP or FAPESP will pay 50% of the grant to the Brazilian institution. The link above gives further details of the Brazilian requirements.</p>
<b>Grant rates</b> <p><b>International travel:</b> £1000</p> <p><b>Domestic travel:</b> £110</p> <p><b>Subsistence costs per person per day:</b> £250</p> <p><b>Event costs per person per day:</b> £190</p> <p><b>Additional administrative costs:</b> £ 200</p> <p><b>Additional events costs:</b> £ 2000</p>
<b>2. Egypt</b>
<b>Co-funder:</b> Science and Technology Development Fund
<b>Research priorities:</b> <p>Proposals must be relevant to at least one of the five core Newton-Mosharafa themes:</p> <ul style="list-style-type: none"><li>• Sustainable water management</li></ul>

- Food production and sustainable agriculture
- Renewable energy
- Affordable and inclusive healthcare
- Cultural heritage and archaeology

**Additional eligibility criteria:**

- Applicants from Egypt must hold a PhD
- Only applicants that are affiliated with institutes of an Egyptian identity are eligible to apply
- For Egypt, applications need to be submitted as documents (word/PDF) on the STDF website.
- <http://www.stdf.org.eg/index.php/submit-your-proposal>
- For enquiries relating to the Egypt side of the grant or to STDF procedures, please contact STDF directly ([Nevine.nabil@stdf.org.eg](mailto:Nevine.nabil@stdf.org.eg))

Workshops can only take place in the UK if any security reasons arise.

Successful applicants contracted by STDF will follow STDF's payment schedule. To work out the total amount of the grant, applicants should use the exchange rate published by the Central Bank of Egypt for the week beginning 17th April

**Grant rates**

**International travel:** £800

**Domestic travel:** £100

**Subsistence costs per person per day:** £70

**Event costs per person per day:** £25

**Additional administrative costs:** £ 200

**Additional events costs:** £ 2000

**3. India**

**Co-funder:** The Royal Society of Chemistry

**Research priorities:**

- Chemical sciences

Within the chemical sciences proposals related to the following challenge areas are particularly welcome:

- Human Health – eg. Antimicrobial resistance, neglected diseases, medical chemistry, bio-materials
- Energy – e.g. sustainable fuels, chemicals and energy storage.
- Environment and Sustainability – e.g. new materials, nanomaterials, water quality, climate, agriculture, air.
- Research with relevance to the above areas at the Chemistry-Biology interface, the Chemistry-Materials interface and the Chemistry-Environmental Science interface.

**Additional eligibility criteria:** none

**Grant rates:**

**International travel:** £800

**Domestic travel:** £95

**Subsistence costs per person per day:** £32

**Event costs per person per day:** £30

**Additional administrative costs:** £ 200

**4. Turkey**

**National co-funder:** The Scientific and Technological Research Council of Turkey (TUBITAK)

**Research priorities:**

- Agriculture
- Climate and environment
- Sustainable energy for all
- Education research and innovation for development
- Economic growth
- Health
- Water and sanitation
- Food and nutrition
- Demographic change and migration
- Rural and urban development
- Infrastructure
- Humanitarian disasters and emergencies, disaster risk reduction
- Resilient and connected communities
- Governance, society and conflict
- Development-relevant data collection, quality and access

**Additional eligibility criteria:**

All Turkish researchers who apply must be registered to TÜBİTAK ARBİS (Researcher Information system) through the following link:

<http://arbis.tubitak.gov.tr>

If requested, all researchers should receive Official Legal/ Private Permission Documents or Ethical Issues Documents

For detailed information, please follow links below:

[http://www.tubitak.gov.tr/sites/default/files/yasal\\_izin\\_bilgi\\_notu\\_07\\_08\\_15.pdf](http://www.tubitak.gov.tr/sites/default/files/yasal_izin_bilgi_notu_07_08_15.pdf)

[http://tubitak.gov.tr/sites/default/files/etik\\_onay\\_bilgi\\_notu\\_23\\_07\\_13.pdf](http://tubitak.gov.tr/sites/default/files/etik_onay_bilgi_notu_23_07_13.pdf)

Proposals without the required Official Legal/ Private Permission Documents or Ethical Issues Documents will not be funded.

#### **Grant rates**

**International travel:** £600

**Domestic travel:** £150

**Subsistence costs per person per day:** £100

**Event costs per person per day** £30

**Additional administrative costs:** £ 200

**Additional events costs:** £ 2000

#### **Calculating your budget request**

To calculate the budget contribution that can be requested in each category, applicants should use the unit costs for each country where the workshop takes place, as indicated in Annex 1.

**International travel** unit rates and visa costs should be multiplied by the number of international participants.

**Domestic travel** unit rates should be multiplied by the number of domestic participants.

**Subsistence** should be multiplied by the combined number of International and domestic participants and by the number of days the workshop lasts.

**Additional costs** must be a maximum of £200

**Administrative costs** must be a maximum of £2000

The budget for a workshop lasting 4 days and taking place in **Egypt** attended by 20 UK-based researchers and 20 researchers based in Egypt would be calculated as follows:

20 X £800 (international travel) = £16000

20 X £100 (domestic travel) = £2000

40 X £70 (subsistence costs) = £2800 X4 days (duration of the workshop) = £11200

40 X £25 (event rate) = £1000 X4 days (duration of the workshop) = £4000

£200 (additional costs)

£2000 (administrative costs)

= £35,400 total **maximum** contribution that can be requested.

## Annex 2 – Eligibility criteria checklist

The application has been submitted by the applicant by the published deadline	
The applicants have uploaded letters of support from each of the coordinators' home institutions.	
The application form is completed in full and complies with instructions given	
The application form has been completed in English	
Only one application per coordinator has been submitted in this round (please note that there is no limit on the number of applications submitted per institution)	
The workshop will take place between 1 <sup>st</sup> February 2017 and 31 <sup>st</sup> January 2018	
The institutions where the workshop coordinators are based are recognised publicly funded research establishments or Higher Education Institutions (can include private universities)	
Applicants must have the capacity to administer a grant and satisfy British Council requirements to prevent bribery, fraud and professional misconduct. Applicants will confirm that they comply with British Council requirements by responding to pre-submission questions in the online application form.	
For proposals involving the Vietnam and Indonesia, the applicants have provided confirmation that the lead partner country institution is able to provide matched financial and/or in-kind funding for the workshop	

## Annex 3 - Scoring system

Assessment of the quality and development relevance of the proposals will be performed by panel members in the UK, and the final funding decisions will be made in discussion with British Council

country office and in-country partners, if applicable. Proposals with an average score of less than 30 points are considered not fundable. Equally, only proposals that have clearly articulated relevance to economic development and social welfare of the partner country will be considered for funding.

<b>Section 1 – Relevance to economic development and social welfare</b>		<b>Yes/No</b>
<p>The proposal clearly articulates a plausible pathway along which the research may contribute to the economic development and social welfare of the partner country and lead to positive impact on the lives of people on a low income within a reasonable timeframe (10 to 15 years)</p> <p>Please see guidance for applicants for further details</p>		
	<b>Score</b>	<b>Range</b>
<b>Section 2 – Research quality and relevance</b>		<b>0-20</b>
<p>The academic importance and timeliness of the research topic is clearly demonstrated.</p> <p>The workshop coordinators have sufficient relevant experience to lead the proposed workshops and achieve the stated objectives.</p> <p>The collaborating institutions are of appropriate academic standing</p>		<p><b>20 points:</b> Meets all criteria to an exceptional level</p> <p><b>16 to 19 points:</b> Meets the majority of the criteria to a very high level</p> <p><b>11 to 15 points:</b> Meets the majority of the criteria to a high level</p> <p><b>6 to 10 points:</b> Meets the majority of the criteria to an adequate level</p> <p><b>1 to 5 points:</b> Meets some of the criteria to an adequate level</p> <p><b>0 points:</b> Fails to meet any of the criteria to an adequate level.</p>
<b>Section 3 – Workshop Proposal</b>		<b>0-20</b>

<p>The description of the workshop includes clear, feasible and realistic objectives and outputs.</p> <p>There is clear evidence that the proposed workshop supports new links or significantly extends and develops existing links.</p> <p>The benefits and relevance of the collaboration to the UK and partner country institution, and to the research itself, are clearly described.</p> <p>There is strong evidence of support from both the home and host institutions.</p> <p>The workshop is justified as a stand-alone activity, or as part of a larger programme.</p> <p>The agenda of the workshop is will structured with interactive sessions.</p>	<p><b>20 points:</b> Meets all criteria to an exceptional level</p> <p><b>16 to 19 points:</b> Meets the majority of the criteria to a very high level</p> <p><b>11 to 15 points:</b> Meets the majority of the criteria to a high level</p> <p><b>6 to 10 points:</b> Meets the majority of the criteria to an adequate level</p> <p><b>1 to 5 points:</b> Meets some of the criteria to an adequate level</p> <p><b>0 points:</b> Fails to meet any of the criteria to an adequate level.</p>
<p><b>Section 4 – Sustainability and Capacity Building</b></p>	<p style="text-align: right;"><b>0-20</b></p>
<p>The potential in terms of professional development and capacity building for early career researchers taking part in the workshop, and for other potential beneficiaries, is clearly described.</p> <p>The proposal includes a clear and feasible description of how the workshop coordinators' institutions intend to sustain their collaboration over the longer term.</p>	<p><b>20 points:</b> Meets all criteria to an exceptional level</p> <p><b>16 to 19 points:</b> Meets the majority of the criteria to a very high level</p> <p><b>11 to 15 points:</b> Meets the majority of the criteria to a high level</p> <p><b>6 to 10 points:</b> Meets the majority of the criteria to an adequate level</p> <p><b>1 to 5 points:</b> Meets some of the criteria to an adequate level</p> <p><b>0 points:</b> Fails to meet any of the criteria to an adequate level.</p>