

RESEARCHER LINKS

WORKSHOP GUIDELINES

Overview

This element of the Researcher Links is designed to provide financial support to bring together a UK/partner country bilateral cohort of early career researchers to take part in workshops focusing on building links for future collaboration and enhancing the researchers' career opportunities.

Each workshop will be coordinated by two Leading Researchers¹, 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 Researchers¹ (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 from the natural sciences, social sciences, arts and humanities). However, some countries may have specified areas which will be prioritised in the final selection process (see Annex 1). In some countries, the British Council will co-fund the workshops with partner organisations (see Annex 1).

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

- **Contribute to capacity building of early career researchers** – The proposal should 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** – 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 both the UK and partner country researchers and institutions. Coordinators should outline the specific outputs anticipated from the workshop. 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.
- **Support international development-relevant research** – To support the economic development and welfare of the partner country (**please note that this is not a requirement for workshops held in Russia or Qatar**).

¹ 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). According to the categories in this document, we would suggest that 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.

1. Who can propose a workshop?

Leading Researchers (see footnote 1 on previous page) should apply to be workshop coordinators and propose a theme for the workshop using the online application form. The proposal must be a joint application, with one coordinator based at a UK institution and one based in the partner country. Applications should be submitted with the support of the home institutions and this should be confirmed by checking a tick box in the online application. Only if an application is successful, a written confirmation of this endorsement needs to be signed by the workshop coordinators' home institutions and submitted to the British Council. In this round, only one application may be submitted per Leading Researcher, but there is no limit to the number of applications submitted per institution.

2. Location of the workshops

It is expected that workshops will predominantly take place in the partner country, i.e. outside of the UK. Currently, the following countries are inviting proposals for Researcher Links workshops:

Azerbaijan, Bangladesh, Brazil², Colombia, Egypt, Indonesia, Kazakhstan, Malaysia, Mexico, Morocco, Nigeria, Pakistan, Qatar, Russia, South Africa, Thailand, Turkey, Vietnam.

If there is a compelling reason for the workshop to take place in the UK (for example, for security reasons), then this should be detailed in the proposal and agreed with the British Council.

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

3. Duration of the workshops

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

4. Timing of the workshops

Workshops should take place between 1 October 2014 and 1 March 2015³.

5. Who will take part in the workshops?

Between 15 and 20 researchers from each country can take part in each workshop. The workshop will be led by the two coordinators, one from the UK and one from the partner country. In addition, the coordinators can propose up to two additional Leading/Established Researchers (see footnote on page 1 for a definition) from each country to act as mentors. The remaining – and majority of – workshop places will be allocated to early career researchers through an open call once the British Council has notified the applicants that their proposal was 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), but allowances can be 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 will still be considered eligible.

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. They can propose up to four other Leading/Established Researchers (see footnote on page 1) to be involved in the workshop as mentors. Workshop coordinators – overseen by the relevant British Council country office and in-country partners, if appropriate – will also be responsible for selecting early career researchers to participate in the workshop if the proposal is successful.

In the majority of Researcher Links countries (please see Annex 1), coordinators will be responsible for all organisational aspects of the workshop logistics (including travel arrangements for participants and booking of the workshop venue). The costs of the workshop organisation will

² Please visit the FAPESP website (www.fapesp.br/en/8535) for information on additional guidelines on how to prepare your proposal for workshops held in Brazil.

³ In Brazil, workshops can take place between 1 October 2014 and 15 March 2015.

be covered by a Researcher Links grant. 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.

In the remaining Researcher Links countries, the relevant British Council country office will 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 keynote lectures but should also act as mentors to the early career researchers during the workshop, sharing their experience and knowledge. Ideally, they would also remain in contact with the early career researchers after the workshop has finished, in order to share networks and contacts.

6. Language

Workshops will be held in English. Although it is expected that all participants will have a sufficient standard of English to engage fully in discussion, consideration should be given to non-native speakers. Allowances to ensure equal opportunity of participation need to be negotiated with the British Council on a case-by case basis.

7. 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 (as specified in Annex 1).

In addition, a focus on research themes with relevance (direct or indirect) to international development challenges is required for proposals from the following countries⁴: Azerbaijan, Bangladesh, Brazil, Colombia, Egypt, Indonesia, Kazakhstan, Malaysia, Mexico, Morocco, Nigeria, Pakistan, South Africa, Thailand, Turkey and Vietnam.

For the purpose of this call for proposals, we define research with **direct** international development relevance as research (applied or fundamental) that has the potential to contribute to the economic development and welfare of a country, and that falls into one or more of the following challenge areas:

- Agriculture (e.g. irrigation, crop yields)
- Climate and Environment (e.g. climate change, green technology, sustainable development, ecosystem services, resource scarcity)
- Energy
- Education
- Economic growth (e.g. equitable growth, financial sector development, private sector development)
- Health (e.g. HIV/AIDS, child mortality, maternal health)
- Water and Sanitation
- Food and Nutrition (including food security)
- Demographic change / migration / urbanisation
- Infrastructure (including civil engineering, information and communication technologies)

⁴ The remainder of section 7 does not apply to proposals from Russia and Qatar.

- Humanitarian Disasters and Emergencies
- Governance, society and conflict (e.g. transparency, accountability, effective institutions, land and natural resource rights, poverty alleviation, social development, structural inequalities, peace building, civil society)
- Development-relevant data collection, quality and access (including administrative data and macroeconomic statistics).

We recognise that the above list is not exhaustive and that some workshop proposals may focus on research themes that are not listed here or that have only **indirect** relevance to international development (for example, up-skilling partner country researchers in an area which could contribute to jobs creation in the partner country, such as archaeology and cultural heritage in Egypt). Should this be the case, a strong argument needs to be made in the proposal for how the workshop will contribute to the building of human capacity in-country.

Please note that of proposals from the 16 countries listed above (i.e. all Researcher Links countries with the exception of Qatar and Russia), only those which have articulated clear relevance (direct or indirect) to international development will be considered for funding.

8. Content of the workshop

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

- Sessions should be designed to be as interactive as possible, and participants encouraged to share knowledge, experience and ideas. Workshop coordinators and mentors should share their expertise. A professional facilitator may be used during the workshop if it is felt that this would support optimal interaction.
- Suggested sessions:
 - Formal keynote lectures by the workshop coordinators and mentors. These should 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, links with industry. The British Council and national partners (if applicable) will provide summary slides on funding sources which can be supplemented by the workshop coordinators if required.
 - 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.). The British Council can provide materials for this session.
- 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.

9. **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 host country; if coordinators wish to bring in participants from a third country this must be discussed first with the British Council, but the travel costs of the third country researcher may not be covered under the budget. Early career researchers recruited to participate in the workshop must have a PhD or equivalent research experience. **No more than a third** of early career researchers from each country may be recruited from within the institutions of the coordinators and mentors. There must be an open call for participants which must be disseminated through various defined channels⁵ (British Council will support the dissemination) and coordinators are encouraged to identify and employ additional avenues of communication so that workshops are advertised as widely as possible.

The selection of early career researchers to participate in the workshop will be undertaken by the coordinators and must be fair and transparent. The British Council will provide a template application form for participants which coordinators can adapt as appropriate, and British Council in-country teams will be available to offer advice and oversight where necessary. Once recruitment is completed, workshop coordinators must submit the list of participants to the British Council for approval.

Partner country participants will need to have a sufficient standard of English to participate in the workshops.

Equal opportunities and diversity are at the heart of the British Council's cultural relations ambitions. While recognising that some research fields are dominated by one particular gender, 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.

10. **Funding**

Please note that, while in the majority of Researcher Links countries workshops will be organised by the workshop coordinators, in some countries the British Council will have responsibility for the workshop organisation (please see Annex 1). Regardless of who organises the workshop, all applicants are required to provide a budget request upon submission of their proposal. Please also note that **different budgetary and financial rules apply to workshops held in Brazil** (see the FAPESP website www.fapesp.br/en/8535 for information).

Where the workshop is organised by the workshop coordinators, the costs will be covered through a Researcher Links grant and paid to the workshop coordinator's home institutions. In most cases, the grant agreement will be signed by the UK workshop coordinator's home institution which will

⁵ Examples of dissemination channels:

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

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.

Where the workshop is organised by the British Council, all logistical arrangements (e.g. venue hire, booking of flights) will be managed by the relevant country office and any costs incurred will be covered directly by the British Council. While in this case no grant will be issued to the workshop coordinators and therefore no grant agreement will have to be signed, applicants will still be asked to submit a full budget request and provide confirmation that their institutions are in support of their proposal.

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

The grant contribution given to support the organisation of the Researcher Links workshops is calculated using a flat rate maximum contribution. **Please see Annex 4 for maximum amounts that can be requested in each budget category.** The flat rate is designed to make funding easier to manage. Workshop coordinators will be able to use some underspend under one budget category to cover the costs under a different category (e.g. any underspend on the budget to cover the travel of UK-based researchers can be used to cover other general organisational costs).

The maximum number of participants per workshop is 40 (including coordinators, mentors and early career researchers). A minimum of 15 researchers from the UK and 15 researchers from the partner country should attend the workshop. This should be reflected in the budget request.

The grant budget is calculated using 5 budget categories: International travel, Domestic travel, Subsistence, Event rate and Additional 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. While the maximum contribution cannot be exceeded, applicants can request less in which case the amount requested cannot be increased at a later stage.

International travel

This budget category covers travel costs for international workshop participants travelling to the country where the workshop takes place. The international travel grant contribution is calculated using unit costs corresponding to 1 workshop participant and it is based on the travel rate stated for the country where the workshop takes place. This also covers the costs for local transport on the day of travel international participants, visa costs and travel insurance⁶. Workshop coordinators and workshop participants should take out adequate insurance as the British Council cannot take responsibility for any problems which may occur when the participants are in-country. International (economy return) airfares should be booked by the workshop coordinators as far in advance as possible to minimise costs.

Domestic travel

This budget category covers travel costs for local workshop participants based in the countries where the workshop takes place. Partner country participants might not be based in the location where the workshop takes place, and this budget category will cover the costs of their domestic travel. The domestic travel contribution is calculated using unit costs corresponding to 1 workshop participant and is specific to the country where the workshop takes place.

Subsistence

⁶ Please note that all local travel during the workshop – for international and domestic participants – should be covered using the subsistence budget.

This budget category covers the costs for accommodation, medical insurance and daily expenses such as phone and local transports. Subsistence is calculated using unit costs for each workshop participant and is specific to the country where the workshop takes place.

Event rate

This budget category covers the costs for the venue hire and meals. The event rate grant contribution is calculated using unit costs corresponding to 1 workshop participant and is specific to the country where the workshop takes place.

Contribution to additional event costs

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

Payment of the grant

Payment of the grants for the grant contribution to Researcher Links workshops will be processed in 2 instalments: pre-financing payment, and post-workshop payment or recovery of the balance.

Pre-financing

A pre-financing payment equivalent to 90% of the approved budget request will be transferred within 30 days of the grant agreement having been signed by the workshop coordinators' home institution.

Post-workshop payment or recovery of the balance

The amount of the final payment to be made to the workshop coordinator will be established on the basis of a final report to be submitted within 30 days after the workshop. 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.

Reporting

Workshop coordinators are requested to submit a final report within 30 days after the workshop. The final report template will be sent to successful applicants and will include a financial and a narrative part along with a section requesting information on the workshop participants. As the Researcher Links grant for workshops is calculated using flat rates, workshop coordinators will not need to submit detailed receipts for each expenditure but only proof that the activities took place (e.g. boarding cards, invoice for the venue hire indicating the number of days for which the venue has been hired and proof of domestic travel for the local participants – details on the exact requirements will be provided to successful applicants). If there is insufficient evidence in the final report that the workshop took place as proposed in the application, then additional information may be requested prior to the final balance payment, or any underspend of the grant may be returned to the British Council. Please note that **different reporting rules may apply where workshops are funded by in-country partner organisations. This includes workshops held in Brazil** (see the FAPESP website (www.fapesp.br/en/8535) for information).

11. Application process

Applicants must submit a **completed online application form**. This can be found on the British Council Researcher Links webpage (www.britishcouncil.org/society/science/funding-

[opportunities/researcher-links-workshops-call](#)). This application form must be completed online – email submissions will not be accepted. 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.

Prior to submission, applicants must obtain **permission to submit the application on behalf of the UK and partner country institutions**, whether or not workshops are organised by the British Council. In addition, where workshops are not organised by the British Council, applicants must also solicit from one of the two coordinators' institutions (usually the UK institution but in some cases the partner country institution) **their willingness to receive the funds and to sign a grant agreement with the British Council**. Before the completed online application form can be submitted to the system, applicants will be asked to confirm the above in the online form.

Once the online application is submitted, applicants will receive a confirmation email containing the application ID number. This reference number should 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.

12. Application assessment and notification of results

After the deadline for submission of applications the British Council will send acknowledgment of receipt by email. Applications will then be assessed against the eligibility and quality criteria (Annex 2 and 3). Applicants whose application is rejected at the eligibility stage will have 1 week to appeal against the decision.

Successful applicants will be notified approximately 10 weeks after the call deadline. Please take this into consideration when planning your workshop.

13. Selection Process

There will be a two-step selection process, with initial scoring of proposals taking place in the UK followed by further selection in partner countries. The UK score will inform the final selection decision made in-country in collaboration with national stakeholders and partner funding organisations.

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

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

Workshop coordinators should indicate in their online application form which Selection 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 should **indicate only one Selection Panel**.

Workshop proposals will be assessed in the UK against the criteria stated in Annex 3. The ratings of the application against the quality criteria result in a total score between 0 and 60. Applications will be assessed by two reviewers and the final score will be the average of the two individual scores. Applications scoring less than 25 points will be considered not fundable. However, please note that achieving an average score of 25 or above does not imply that the proposal will be funded.

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 7 of this guideline, only proposals which have clearly articulated relevance (direct or indirect) to international development will be considered for funding. Please note that this does not apply to proposals from Qatar or Russia.

The final funding recommendation by the Selection Panel will be based on the outcome of the panel discussion on the day, taking into consideration the average score and the development relevance of individual proposals.

14. Call deadline

The submission deadline is 23:59 BST on the **9th of June 2014**. Proposals submitted after the deadline will not be considered for funding.

15. 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>. or alternatively can it be requested to the local British Council office or the Data Protection Team dataprotection@britishcouncil.org.

Annex 1 – Country priorities and information on who organises the workshops

Country	In-country partner organisation/s	Country/partner research priorities	Additional eligibility criteria	British Council country office organises the workshops (YES/NO)
Azerbaijan	TBC	Reaching a development stage characterised by an active status of civil society in the country's public life through: <ul style="list-style-type: none"> • Sustainable economic growth • Social prosperity • Effective state governance • Rule of law • Complete exercise of all human rights and freedoms 		NO
Bangladesh	University Grants Commission of Bangladesh (UGC)	<ul style="list-style-type: none"> • Environment and Climate Change • Arts (including Fine Arts, Fashion & Design, Performing Arts and Architecture) • Renewable and Alternative Energy • Biotechnology and Genetic Engineering • Economic growth (e.g. equitable growth, financial sector development, private sector development) • Demographic change / migration / urbanisation • Governance, society and conflict (e.g. transparency, accountability, effective institutions, land and natural resource rights, poverty alleviation, social development, structural inequalities, peace building, civil society) 		NO

Brazil	FAPESP	All areas	<p>Only applicants affiliated with Higher Education and Research Institutions in the State of São Paulo are eligible to apply as non-UK coordinators.</p> <p>All applicants must follow additional requirements for the application form and budget request specified on the FAPESP website: www.fapesp.br/en/8535</p> <p>Workshops can take place between 1 October 2014 and 15 March 2015.</p> <p>All enquiries should be sent to: aliandra.barlete@britishcouncil.org.br</p>	NO
Colombia	COLCIENCIAS	All areas of scientific research		TBC
Egypt	Science Technology Development Fund	<p>Egypt country priorities:</p> <ul style="list-style-type: none"> • Renewable energy, with an emphasis on solar and wind • Water, including desalination • Irrigation and groundwater management • Food and agriculture • Health, including hepatitis C, cancer and obesity; pharmacology • Information technology • Space – remote sensing and earth sciences • Education • Mineral resources • Veterinary medicine <p>We particularly welcome proposals that fall into one or more of the following broad thematic areas which are aligned with the</p>		NO

		<p>UK-Egypt partnership programme under the Newton Fund:</p> <ul style="list-style-type: none"> • Renewable energy • Sustainable food production and agriculture • Sustainable water management • Affordable and inclusive healthcare • Archaeology and cultural heritage 		
Indonesia	TBC	<ul style="list-style-type: none"> • Energy and renewables • Agriculture and food security • Biomedical health • Creative arts and design • Infrastructure (including civil engineering, information and communication technologies) • Environment (disaster preparedness; land degradation; climate change) • Employer/industry engagement in workshop encouraged 		NO
Kazakhstan	National Centre for State Scientific Technical Expertise	<p>Kazakhstan country research priorities:</p> <ul style="list-style-type: none"> • Rational use of natural resources; processing of raw materials and products • Energy and machine building • Information and Communication Technologies • Life sciences (biochemistry, biotechnology and medical sciences) • Intellectual potential (fundamental research in natural sciences, politics, economics and humanities) <p>Under this call for proposals, we welcome applications for Researcher Links workshops that cut across the natural and social sciences and engineering, and that</p>		NO

		<p>range from fundamental research through to the application of technologies and other innovations.</p> <p>We particularly welcome proposals that fall into one or more of the following broad thematic areas which are aligned with the Newton-Al Farabi Partnership Programme:</p> <ul style="list-style-type: none"> • Energy • Health and wellbeing • Agricultural technologies • Resilience and natural disasters • Ecology and the environment • Food and water 		
Malaysia	TBC	All areas		TBC
Mexico	TBC	<ul style="list-style-type: none"> • Health, with a focus on research that addresses key Mexican health challenges • Entrepreneurship & innovation, with a focus on capacity building for commercialisation of research, academia/industry collaboration and entrepreneurial skills • Energy, with a focus on research and innovation to deliver innovative solutions to energy security • Advanced engineering & manufacturing, with a focus on the automotive and aerospace sectors • Low carbon economy, with a focus on future cities, clean tech and the built environment • Education, with a focus on STEM subjects in basic education and English • Science communication, with a focus 		NO

		<p>on projects that help enhance science inclusion in broader policy</p> <p>Please note that specifications within the above priority areas and further information about in-country partner organisation(s) and other logistical/organisational aspects will be disclosed shortly. For further enquiries and more details about the priority areas please contact: MXResearcherLinks@britishcouncil.org</p>		
Morocco	CNRST	<ul style="list-style-type: none"> • Aeronautics • Mechatronics and Electronics • Health • Biotechnology and plant breeding • Environment • Energy and energy efficiency • Nanomaterial and Materials • Human and Social sciences • Urban Mobility 		YES
Nigeria	TBC	All areas		YES
Qatar	TBC	<ul style="list-style-type: none"> • Water security • Energy security • IT and cyber security • Health 		TBC
Pakistan	HEC	All areas		NO
Russia (in collaboration with the Royal Society)	Russian Foundation for Basic Research (RFBR)	<ul style="list-style-type: none"> • All fields of the natural sciences are covered • Social sciences, humanities, and clinical research are excluded in this round 	Russian coordinators should hold a doctorate degree (“doktor nauk”)	TBC

South Africa	TBC	All areas		NO
Thailand	Thailand Research Fund	<ul style="list-style-type: none"> • Environmental and Biological sciences • Technology Transfer • Humanities and Social Science • Physical Sciences and Engineering 		YES
Turkey	TBC	<ul style="list-style-type: none"> • Lifelong health and wellbeing • Agriculture and food security • Disaster and emergency management • Energy and climate change • Social sciences 		NO
Vietnam	TBC	<ul style="list-style-type: none"> • Automation • Sustainable development • Agritech • Energy security 		YES

Annex 2 – Eligibility criteria checklist

The application has been submitted by the applicant by the published deadline	
The application has been submitted using the correct online application form	
The applicants have provided confirmation that the application is submitted on behalf of their 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 October 2014 and 1 March 2015 ⁷	
The institutions where the workshop coordinators are based are recognised publicly funded research establishments or Higher Education Institutions (can include private universities)	
The applicants' institutions have fulfilled their contractual obligations in relation to any earlier grant received from the British Council (including submission of final reports, payment of any invoices for unused grant funds)	

⁷ In Brazil, workshops can take place between 1 October 2014 and 15 March 2015.

Annex 3 – Quality criteria assessment form

The quality assessment 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. Applications with an average score of less than 25 points are considered not fundable. Equally, only proposals that have clearly articulated relevance (direct or indirect) to international development will be considered for funding (this does not apply to proposals from Qatar or Russia).

	Score	Range
Section 1 – Research quality and relevance		0-20
Section 2 – Proposal		0-20
Section 3 – Sustainability and Capacity Building		0-20
TOTAL SCORE FOR QUALITY ASSESSEMENT (Section 1 + Section 2 + Section 3)		0-60
Section 4 – International development relevance of the workshop theme⁸		A/B/C

⁸ This section is optional for workshop proposals focussing on Qatar or Russia and will therefore not affect funding decisions on proposals from those countries.

<p>Relevance level A: High/direct relevance to international development</p> <p>Relevance level B: Low/indirect relevance to international development</p> <p>Relevance level C: No obvious relevance to international development</p> <p>Please note that, for the purpose of this call for proposals, we define research with direct relevance to international development research as research that has the potential to contribute to the economic development and welfare of a country, and that falls into one or more of the following challenge areas:</p> <ul style="list-style-type: none"> • Agriculture (e.g. irrigation, crop yields) • Climate and Environment (e.g. climate change, green technology, sustainable development, ecosystem services, resource scarcity) • Energy • Education • Economic growth (e.g. equitable growth, financial sector development, private sector development) • Health (e.g. HIV/AIDS, child mortality, maternal health) • Water and Sanitation • Food and Nutrition (including food security) • Demographic change / migration / urbanisation • Infrastructure (including civil engineering, information and communication technologies) • Humanitarian Disasters and Emergencies • Governance, society and conflict (e.g. transparency, accountability, effective institutions, land and natural resource rights, poverty alleviation, social development, structural inequalities, peace building, civil society) • Development-relevant data collection, quality and access (including administrative data and macroeconomic statistics) <p>Some workshop proposals may focus on research themes that are not listed here or that have only indirect relevance to international development. This could, for example, include up-skilling partner country researchers in an area which could contribute to jobs creation in the partner country (such as archaeology and cultural heritage in Egypt). Should this be the case, a strong argument needs to be made in the proposal for how the workshop will contribute to the building of human capacity in-country.</p>		
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Annex 4 – Budget calculation

To calculate the budget contribution that can be requested in each category, applicants should use the unit costs given in table A for each country where the workshop takes place and multiply them by the number of international and domestic participants and by the number of days the workshop lasts. Please note that the unit costs given below constitute the maximum amounts 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.

EXAMPLE:

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

20 x £800 (international travel)
 + 20 x £100 (domestic travel)
 + 40 x {£30 (event rate) x 4 days (duration of the workshop) }
 + 40 x £65 (subsistence costs)
 + £200 (additional costs)
 + £2,000 (administrative costs)
 = £27,600 total **maximum** contribution that can be requested

Table A: Unit costs (in £) by country.

Country	Travel (international)	Travel (domestic)	Subsistence costs	Event costs per person per day	Additional event costs	Admin costs
Azerbaijan	800	250	100	35	200	2,000
Bangladesh	800	100	65	30	200	2,000
Brazil ⁹	1,200	250	100	25	200	2,000
Colombia	1,200	150	100	35	200	2,000
Egypt	800	100	70	25	200	2,000
Indonesia	1,000	250	70	30	200	2,000
Kazakhstan	800	150	80	35	200	2,000
Malaysia	1,000	150	70	30	200	2,000
Mexico	1,000	150	80	30	200	2,000
Morocco	Please note that at this stage no budget request needs to be submitted for Morocco.					
Nigeria	1,000	150	100	30	200	2,000
Pakistan	1,000	100	70	35	200	2,000
Qatar	800	250	100	35	200	2,000
Russia	800	250	100	35	200	2,000
South Africa	1,000	150	80	30	200	2,000

Table continues overleaf

Country	Travel (international)	Travel (domestic)	Subsistence costs	Event costs per person per day	Additional event costs	Admin costs
Thailand	1,000	150	70	25	200	2,000
Turkey	500	150	80	25	200	2,000
Vietnam	1,000	100	70	25	200	2,000

⁹ Please visit the FAPESP website (www.fapesp.br/en/8535) for contact details and further information on budget requests for workshops in Brazil.

