

RESEARCHER LINKS

www.britishcouncil.org

Application form for Researcher Links Workshop Grants (for countries not participating in the Newton Fund). Please note this is for information only and cannot be used for submission.

- Under UK Data Protection law 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 details are available on the British Council data protection webpage: <http://www.britishcouncil.org/home-data-protection.htm> or alternatively on request from the local British Council office or the Data Protection Team dataprotection@britishcouncil.org.

IMPORTANT NOTICE:

This application form can be saved at any time before completing or submitting it. In order to save the form and complete it later, click the “Are you sure you want to leave this form and resume later?” button at the bottom of each page. You will be taken to a new window where you will receive a unique URL that must be used to return to your form at a later stage (within 30 days). You can also email this URL directly to yourself from the new window.

Application forms **CANNOT** be recovered without this URL and the system generates a new URL every time you use the Save & Resume function. Therefore you will not be able to access the latest version of your application form with an earlier URL – please store the most recent URL in a safe place so that you don’t lose your most recent changes.

When using the Save & Resume function, files uploaded to the form will **NOT** be saved to the form until the form is submitted to the database. Users should **NOT** upload files until they are ready to submit their application.

If you are experiencing technical issues with the online form, please contact us **BEFORE** the submission deadline via UK-ResearcherLinks@britishcouncil.org. If you alert us to technical issues only after the deadline, we may not be able to consider them when assessing the eligibility of your application.

Please see the call website for a Word version of this online form, which can be used to develop your application together with your partner(s). Please note, however, that the final version of your application **MUST** be submitted using the online form.

- Before continuing, please confirm that you have read and understood the above notice. *

☐ I confirm that I have read and understood the above notice.

Overview of the workshop

- Working title of the workshop *

No more than 200 characters.

- Please give a short summary in plain English of the workshop and the research area. This should be a statement for a non-specialist audience, giving the rationale for the workshop and briefly summarising the research and its potential impact on economic development and social welfare in the partner country. *

We define 'impact' as short- to medium-term effects on a variety of stakeholders at different levels (i.e. individuals, organisations, nations); changes that will occur as a result of your research project; the demonstrable contribution that excellent research makes to society and the economy. No more than 1,000 characters.

- Partner Country *

Pathway to economic development and social welfare

- In the following statement, please outline a plausible pathway showing (1) how the research area covered by the workshop and the workshop itself may lead to positive impact on the lives of poor populations in the partner country and (2) how it may contribute to the economic development and social welfare of the partner country within a reasonable time frame (3-15 years). The pathway statement should be focussed on potential tangible impacts and should be project-specific and not general.
- Pathway statement *

No more than 2,000 characters.

- Please identify relevant stakeholders and potential users of the research addressed by this workshop and describe any existing engagement with them. *

No more than 2,000 characters.

- Please outline how you intend to engage with the groups described above in order to maximise the potential of this workshop and the research area it covers to have a positive impact, during the lifetime of the grant and thereafter. *

No more than 2,000 characters.

Workshop proposal

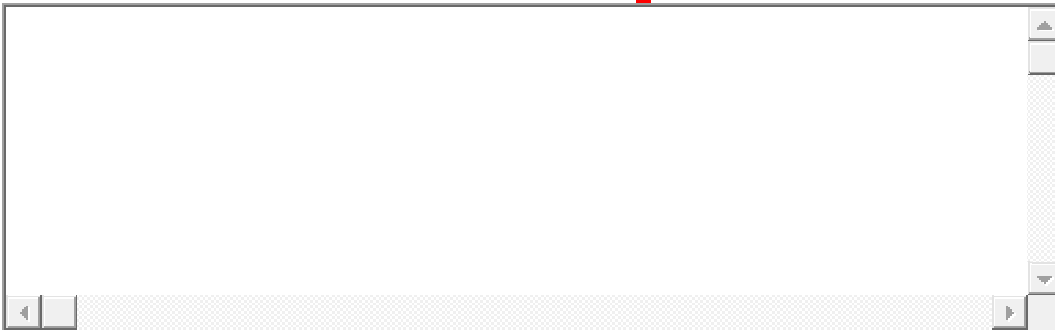
Please use the following to provide full details of the proposed Workshop. When completing this section, please structure the text to make it easily accessible for reviewers, for example by using section headings and bullet points.

- What are the main objectives of the workshop and how will you achieve them? *



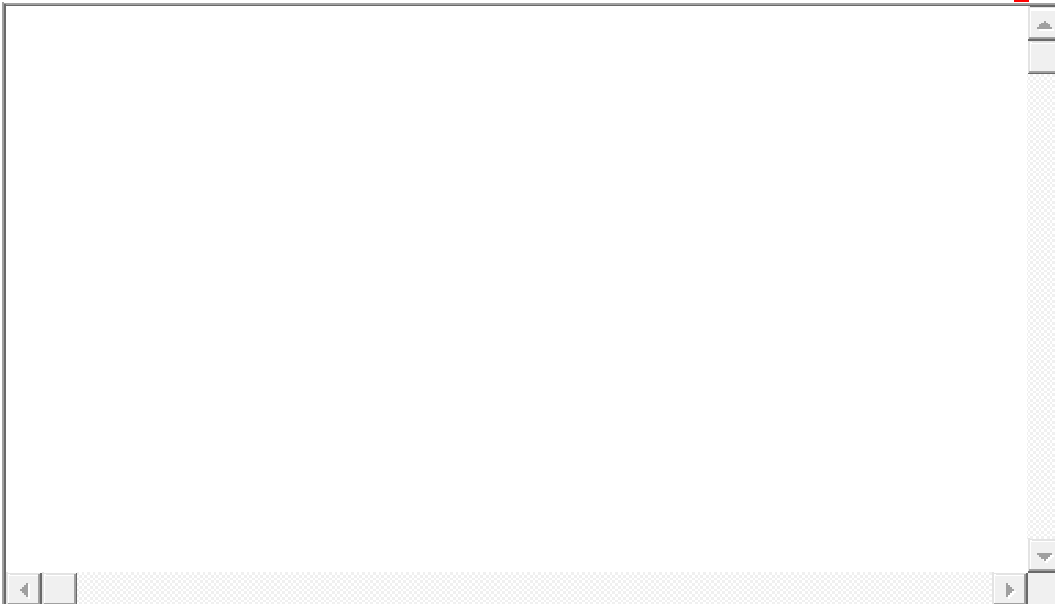
No more than 1,000 characters.

- Please outline the wider benefits (i.e. beyond the participating parties) and the longer term impact of the collaboration, and how you intend to maximise these. *



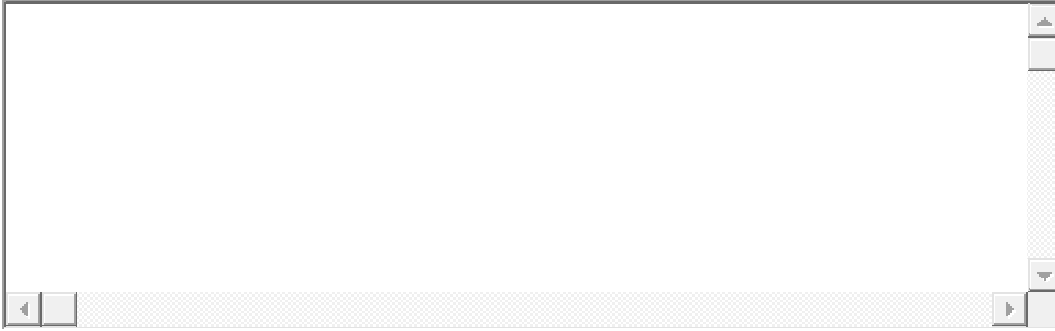
No more than 1,000 characters.

- Referring to the workshop guidelines, please provide a draft agenda for the workshop *



Maximum 5,000 characters. Please ensure you include sessions which incorporate all the required content as outlined in the workshop guidelines and include details of what will be discussed at each session as well as information on any evening activities.

- What is your capacity to put out an open call for participants on both sides (national & UK), carry out the selection process and lead the workshop? For example do you have experience in leading workshops, or will you be able to get support to do so? Do you have extensive professional networks? *



No more than 1,000 characters.

- Would the proposed workshop be part of an existing collaboration between the UK and partner country institutions? *

☐ Yes ☒ No

- If yes, please give details *



No more than 1,500 characters.

- Please provide details on how the UK and partner country institution(s)/organisation(s) will work together, referring to the role they have in the collaboration, the value they add and the relevance and benefit of the collaboration to them. *



No more than 1,500 characters.

- What outputs do you expect to achieve from this workshop and what do you expect the longer term impact to be? *



No more than 1,500 characters.

- Have you already received a Researcher Links grant for a similar Workshop proposal? *

☐ Yes ☒ No

- If yes, could you please describe how the proposed workshop would differ from the already funded one and what the added value would be? *



UK Coordinator

- Title *

- Name *

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First Name

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Last Name

- Position *

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- Department *

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- Institution (please make sure you enter the full legal name) *

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- Education *

No more than 1,000 characters.

- Employment history *

No more than 1,000 characters.

- Academic track record (including relevant publications and funding) *

[illegible]

No more than 2,000 characters.

- Have you, your group or your department received a grant from the British Council for any other Researcher Links or Institutional Links in the past? *

☐ Yes ☐ No

- Have you, your group or your department previously submitted any unsuccessful Researcher Links or Institutional Links applications? *

☐ Yes ☐ No

- Address *

City

State/Province

Zip/Postal

- UK Region *

- UK Coordinator Email Address *

- UK Coordinator phone number *

Please make sure you include the country calling code (e.g.: +44 161 957 7755)

- Type of institution *

- If other type of institution, please provide additional information. *

No more than 500 characters.

- Head of Department (or equivalent). This will be the person who has the authority to approve this application. *

First Name

Last Name

- Email address of Head of Department (or equivalent) *

Partner Country Coordinator

- Title *

- Name *

First Name

Last Name

- Position *

- Department *

- Institution (please make sure you enter the full legal name) *

- Education *

No more than 1,000 characters.

- **Employment history ***

No more than 1,000 characters.

- **Academic track record (including relevant publications and funding) ***

No more than 1,000 characters.

- **Have you, your group or your department received a grant from the British Council for any other Researcher Links or Institutional Links in the past? ***

☐ Yes ☐ No

- **Have you, your group or your department previously submitted any unsuccessful Researcher Links or Institutional Links applications? ***

☐ Yes ☐ No

- **Address ***

City

State/Province

Zip/Postal

- **Partner Country ***

- **Partner Country Coordinator email address ***

- **Partner Country Coordinator phone number ***

Please make sure you include the country calling code (e.g.: +44 161 957 7755)

- **Type of institution ***

- **If other type of institution, please provide additional information. ***

No more than 500 characters.

- **Head of Department (or equivalent). This will be the person who has the authority to approve this application. ***

First Name

Last Name

- Email address of Head of Department (or equivalent) *

Details of proposed senior researchers to act as mentors

Applications should include details of up to 4 mentors represented in both the UK and the overseas partner country.

Mentor 1

- Title *



- Name *

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First Name

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Last Name

- Position *

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- Department *

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- Institution *

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- Country *

- Field of expertise *

[illegible]

- Short explanation as to why they will be invited to participate *

[illegible]

No more than 1,500 characters.

Mentor 2

- Title *



- Name *

First Name

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Last Name

- Position *

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- Department *

- Institution *

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- Country *

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- Field of expertise *

- Short explanation as to why they will be invited to participate *

[illegible]

No more than 1,500 characters.

Mentor 3

- Title *

- Name *

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First Name

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Last Name

- Position *

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- Department *

[illegible]

- Institution *

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- Country *

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- Field of expertise *

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- Short explanation as to why they will be invited to participate *

[illegible]

No more than 1,500 characters.

Mentor 4

- Title *



- Name *

First Name

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Last Name

- Position *

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- [illegible]

Sustainability and capacity building

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No more than 1,500 characters.

Budget

In completing this section, please refer to section 10 and Annex 4 in the Guidelines for Applicants. Please note that the Unit costs given in the Guidelines for Applicants 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.

Please fill in all fields and enter a zero for costs for which no budget support is requested.

- Duration of the workshop *

The cost of one return, economy flight will be covered, up to a maximum shown in the guidance notes

- Please indicate a preferred date when the workshop should take place. *



Workshops should take place between 1 November 2015 and 31 March 2016

- Number of participants travelling from the UK (15-20, including early career researchers, mentors and the coordinator). Please note that the number of UK participants needs to match the number of partner country participants *

If the workshop takes place in the UK indicate the number of participants travelling to the UK.

- Number of participants from the partner country (15-20, including early career researchers, mentors and the coordinator). Please note that the number of partner country participants needs to match the number of UK participants. *

- International travel – total costs *

£

Please type only numbers.

- Domestic travel – total costs *

£

Please type only numbers.

- Subsistence – total costs *

£

Please type only numbers.

- Participation event costs – total costs *

£

Please type only numbers.

- Additional event costs (up to a maximum of £200) *

£

Please type only numbers.

- Administrative costs (up to a maximum of £2000) *

£

Please type only numbers.

- Total budget request *

£

Assessment of the proposed workshop proposal

Please indicate which of the following British Council Review Panels is the most appropriate to assess your proposal. Please select **1 Review Panel** can be selected and choose up to **3 subject areas** in priority order within the chosen Panel (most relevant, very relevant, relevant.) Please select the option “other” only if your research does not fit in any of the broad subject areas listed.

- Please indicate which of the following Review Panels is the most appropriate to assess your proposal. *

- ☐ Biological and Medical Sciences Review Panel ☐ Environment, Agriculture and Food Sciences Review Panel
- ☐ Engineering and Physical Sciences Review Panel ☐ Social Sciences Review Panel ☐ Arts and Humanities

Review Panel

Arts and Humanities Review Panel

Up to 3 subject areas can be highlighted in priority order within the chosen panel. To indicate the priority order, please replace the circles below as follows: 1 – most relevant, 2 – very relevant, 3 – relevant.

- Arts and Humanities Review Panel *

 1-MOST RELEVANT
- Arts and Humanities Review Panel *

 2-VERY RELEVANT
- Arts and Humanities Review Panel *

 3-RELEVANT
- Other Arts and Humanities (please specify) *

Biological and Medical Sciences Review Panel

Up to 3 subject areas can be highlighted in priority order within the chosen panel. To indicate the priority order, please replace the circles below as follows: 1 – most relevant, 2 – very relevant, 3 – relevant.

- Biological and Medical Sciences Review Panel *

 1-MOST RELEVANT
- Biological and Medical Sciences Review Panel *

 2-VERY RELEVANT
- Biological and Medical Sciences Review Panel *

 3-RELEVANT
- Other biological and medical sciences (please specify) *

Engineering and Physical Sciences Review Panel

Up to 3 subject areas can be highlighted in priority order within the chosen panel. To indicate the priority order, please replace the circles below as follows: 1 – most relevant, 2 – very relevant, 3 – relevant.

- Engineering and Physical Sciences Review Panel *

 1-MOST RELEVANT
- Engineering and Physical Sciences Review Panel *

 2-VERY RELEVANT
- Engineering and Physical Sciences Review Panel *

 3-RELEVANT
- Other Engineering and Physical Sciences (please specify) *

Environment, Agriculture and Food Sciences Review Panel

Up to 3 subject areas can be highlighted in priority order within the chosen panel. To indicate the priority order, please replace the circles below as follows: 1 – most relevant, 2 – very relevant, 3 – relevant.

- Environment, Agriculture and Food Sciences Review Panel *

1-MOST RELEVANT

- Environment, Agriculture and Food Sciences Review Panel *

2-VERY RELEVANT

- Environment, Agriculture and Food Sciences Review Panel *

3-RELEVANT

- Other Environment, Agriculture and Food (please specify) *

Social Sciences Review Panel

Up to 3 subject areas can be highlighted in priority order within the chosen panel. To indicate the priority order, please replace the circles below as follows: 1 – most relevant, 2 – very relevant, 3 – relevant.

- Social Sciences Review Panel *

1-MOST RELEVANT

- Social Sciences Review Panel *

2-VERY RELEVANT

- Social Sciences Review Panel *

3-RELEVANT

- Other Social Sciences (please specify) *

Supporting documents

- **IMPORTANT NOTICE:**

When using the Save & Resume function, files uploaded to the form will **NOT** be saved to the form until the form is submitted to the database. Users should **NOT** upload files until they are ready to submit their application.

Individual files should not exceed **5MB** in size.

- Signed letter of support from the Head of Department (or equivalent) of the UK Institution *

If the name of your file/document appears beside this button, your file/document has been uploaded successfully.

- Signed letter of support from the Head of Department (or equivalent) of the Partner Country Institution *

If the name of your file/document appears beside this button, your file/document has been uploaded successfully.

Pre-submission confirmation

Please make sure that you have filled in all required fields before clicking on 'Next'

- Have you obtained permission to submit this application on behalf of the UK and partner country institutions? *

☐ Yes ☐ No

- Both the UK and Partner Country applicants and their home institutions have the professional resources, competencies and qualifications necessary to complete the proposed action *

☐ Yes

- Neither the UK nor the Partner Country applicants' home institution are bankrupt, being wound up, or having their affairs administered by the courts. *

- ☐ I confirm the above
- Neither the UK nor the Partner Country Applicants home institution have entered into an arrangement with creditors or suspended business activities, or have any analogous situation arising from a similar procedure provided for by national legislation or regulations. *
- ☐ I confirm the above
- Neither the UK nor the Partner Country Applicants home institution have entered into an arrangement with creditors or suspended business activities, or have any analogous situation arising from a similar procedure provided for by national legislation or regulations. *
- ☐ I confirm the above
- Neither the UK Applicant nor the Partner Country Applicant are guilty of grave professional misconduct proven by any means which the contracting authority can justify. *
- ☐ I confirm the above
- Neither the UK Applicant nor the Partner Country Principle Applicant have been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the British Council and partner organisations' financial interests. *
- ☐ I confirm the above
- Neither the UK Applicant nor the Partner Country Applicant are guilty of misrepresentation in supplying the information required as a condition for participation in the grant award procedure or of failure to supply this information. *
- ☐ I confirm the above
- If your workshop is not going to be organised by the British Council, have you solicited willingness from one of the two coordinators' institutions (usually the UK institution but in some cases the partner country institution) to receive the funds and sign a grant agreement with the British Council? *
- ☐ Yes ☐ No
- 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.

DATA PROTECTION:

The British Council will 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 order to carry out the selection process for the travel grants, we may also share your information with our national partner organisations. The reason for this is that in countries where we work with partner organisations, the final decision on travel grants will be made in collaboration with them.

- Please note that a confirmation email containing your ID application number will be sent to your email address. If you do not receive the email following the submission of this form, please contact us: (UK-ResearcherLinks@britishcouncil.org) within 3 working days from the deadline, otherwise your application will be considered ineligible.
Your application ID number should be mentioned in all the communications with the British Council.
 - Please tick this box to confirm that you are willing for the British Council to share your information with partner organisations for the purpose of this funding application (please note; if you do not agree to this we may not be able to consider your application for funding) *
- ☐ I am willing for my information passed on to British Council partner organisations for the purpose of this funding application
- Please indicate if you are willing for us to contact you in future about other British Council research opportunities: *
- ☐ I do want to be sent details of future British Council opportunities ☐ I do not want to be sent details of future British Council opportunities
- The British Council will also make some information on the successful applications available to the public on their website and other publicity, and in reports and documents. *

☐ I agree to my information being put on the British Council website ☐ I do not want my information to be put on the British Council website

[Save Answers and Resume Later](#)