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UK - Kenya - South Africa TRILATERAL WORKSHOP GUIDELINES Version 1.

1. Background

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

2. Overview of the funding opportunity

This element of Researcher Links is designed to provide financial support to bring together a cohort of early career researchers from the UK, Kenya and South Africa, to take part in a workshop focusing on building links for future collaboration and enhancing the researchers' career opportunities.

The programme is supported by UK, Kenyan and South African public funding and forms part of the Newton Fund (www.britishcouncil.org/education/science/newton/).

The aim of Newton Researcher Links Workshops is to enhance and strengthen links for future collaboration, build research capacity in developing economies and enhance the researchers' career opportunities. The call is open to all institutions meeting the requirements listed below.

Each workshop will be coordinated by three Leading Researchers; one from a UK institution, one from a Kenyan institution and one from a South African institution. Workshop coordinators should identify an additional Leading or Established Researcher¹ 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 careers.

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 should include a description of how the workshop will contribute to the personal and professional

¹ For an indication of profiles for the different types of participants we suggest applicants refer to the 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 the coordinators and mentors should be at 'R4 – Leading Researcher' level or 'R3 – Established Researcher' level, and the early career participants at 'R2 – Recognized Researcher' or at R1 level - First Stage Researcher (up to the point of PhD). PhD students can be considered in the latest stages of their PhD.

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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, Kenya and South Africa (both bilaterally and trilaterally), 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 researchers and their 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.

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 countries², 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.

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 trilateral call, the following research and innovation challenge areas will be given priority. Multidisciplinary proposals are welcome, and may include Social Sciences and Arts and Humanities.

1. Food Security

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

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- Animal and Plants
- Underutilized crops
- Value Chain, post-harvest, production technologies etc.
- Water
- Land management
- Agricultural and bio-tech

2. Sustainable and Renewable Energy

- Especially for rural communities
- Can include greener oil and gas

3. Health

- Health Systems research (focusing on maternal and child health, cultural issues, translating research into policy and practice; Social Determinants of Health; Universal Health Coverage; Sustainable Financing mechanisms; Equitable access to health; Embracing and adapting new technologies including information systems; Human Resource Management; Governance and accountability; Health Products Supply Management)
- Mental Health and disabilities (standalone sub-theme), and other non-communicable diseases (NCDs)
- Emerging and –Re-emerging global health issues
- Education (as cross-cutting sub-theme)

4. Manufacturing for SMEs

- Systems Automation
- Production costs
- Value Addition (e.g. Sugar)
- Agro processing
- Competitiveness in key sectors

5. Environment and Climate Change

- Waste Management
- Water
- Sustainable Urban planning and development
- Sustainable construction
- Ecosystem services
- Climate Change adaptation and mitigation
- Carbon Footprint analysis
- Climate Services
- Sustainable Tourism

With cross-cutting themes

- Capacity building

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- Technical skills
- Big data
- Basic sciences
- STEM education
- Education
- Innovation & Entrepreneurship skills.

Please see Section 20 for a list of our review panels.

4. Who can propose a workshop?

Three leading researchers, one each from the lead institutions in the UK, Kenya and South Africa, are requested to send in a joint application. Applicants will be referred to as “Workshop Coordinators”.

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. In this round, only one application may be submitted per Applicant, but there is no limit to the number of applications submitted per institution.

5. Location of the workshops

The workshops will be held in Kenya or South Africa.

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 should take place between 1 April 2017 and 31st January 2018.

8. Who will take part in the workshops?

Up to 42 researchers can take part in each workshop as described below:

- Three (3) workshop coordinators will lead the workshop, one from the UK, one from Kenya and one from South Africa.
- One (1) experienced researcher from each of the three countries to act as mentor.
- Up to thirty six (36) early career researchers: 8 to 12 from the UK, 8 to 12 from Kenya and 8 to 12 from South Africa.

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.

The aim of the workshops is to stimulate longer term links, as well as to 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 internationally).

Coordinators should outline the specific outputs planned from the workshop. They should also explore any potential longer-term benefit that might arise, thinking about who might benefit and

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how they might benefit, describing the actions that will be taken to ensure that potential impact is realised.

Workshop coordinators will also be responsible for selecting early career researchers to participate in the workshop. They will be selected 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.

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.

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, 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.

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. 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.

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- 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-sector collaboration.
 - Public engagement activity/Cultural activity/ Visit to a relevant research facility.

11. 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, Kenya or South Africa.

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 (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 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 42 (including coordinators, mentors and ECRs).

12. Funding

Newton Researcher Links workshops will be organised by the workshop coordinators. Applicants are required to provide a budget request upon submission of their proposal.

The grant contribution given to support the organisation of the Researcher Links workshops is

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calculated using a combination of flat unit rates per person and accountable costs.

The 5 budget categories are: International travel, Domestic travel, Subsistence, Event costs per day, and Additional workshop costs. Please note that the unit costs given in Annex 1 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 1 for maximum amounts that can be requested in each budget category.

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.³ 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. 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 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

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 workshop costs

Workshop coordinators can request a sum of up to £2200 to cover additional costs not already covered, e.g. projector, flip charts and other materials needed for the organisation of the workshops, and administrative costs such as telephone bills, printing costs and stationery.

³Costs of any additional travel during the workshop – for international and domestic participants – may be covered using the subsistence budget.

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Staff costs and honoraria cannot be covered by the Researcher Links grants.

13. 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.

14. 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. Coordinators will be asked to send the link to the baseline survey to their participants and also to administer the post-workshop questionnaire.

If there is insufficient evidence in the final report, additional information may be requested prior to the final balance payment, or any underspend of the grant may be returned to the British Council. Desk checks, financial audit and monitoring and evaluation visits will be carried and will involve a percentage of institutions that received the Newton Researcher Links grant. Please note that **different reporting rules may apply where workshops are funded by in-country partner organisations.**

15. 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.

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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 for further guidance.

16. 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 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

17. Contacts

Contacts for questions about eligibility and other aspects of your application are as follows:

UK and Global UK-ResearcherLinks@britishcouncil.org

South Africa, Janine Carlse Janine.Carlse@britishcouncil.org

Kenya, Sally Ileri Sally.Ileri@britishcouncil.or.ke

18. Application process

Applicants must attach and submit with the online application form:

- Three signed letters of support for the workshop from the Head of Department (or equivalent). One letter from the UK institution, one from the South Africa partner institution and one from the Kenya partner institution.

(Letters should be written in English on headed paper and uploaded in Word or pdf format. If the applicant is a Head of Department, another senior academic should sign the supporting letter).

Letters of support should include comments on the following questions:

- Why is this research important?
- Why do you want to make contact with this institution?
- How will the link be sustained?
- For the supporting letter from the home institution: if a researcher is not on a long term

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contract, please confirm that the research visit will result in a longer term collaboration

Please ensure the combined size of the documents does not exceed 5MB.

Applicants must submit a **completed online application form**. Email submissions will not be accepted. A link to the online form and a Word version can be found on the opportunity webpage: <https://www.britishcouncil.org/education/science/current-opportunities/trilateral-workshops-newton-july-2016>

Online form:

https://apply.gmt.britishcouncil.org/outreach/Newton_RLWorkshopsGrants_Application.ofml

Please choose “Trilateral” after you have entered the form.

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.

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**.

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.

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 5 days to appeal against the decision.

20. Selection Process

Selection begins with an eligibility check by the British Council against the eligibility criteria given in these Guidelines and the Eligibility Checklist in 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. Successful applicants will be notified approximately 4 months after the call deadline.

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

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- **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 Section 3 for priority areas by this call.

As detailed in section 3 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 19th September 2016**. Proposals submitted after the deadline **will not be considered for funding**.

22. Data protection

The British Council will use the information that you are providing for the purposes of processing your application, making any awards, monitoring and review of any award.

We shall share any necessary data on your application with the UK Department for Business Innovation and Skills, and with our funding partners in your country in order to assist with management of the application process; any decisions on grants will be made in collaboration with them.

Organisation details, where collected, are used for monitoring and evaluation and statistical purposes. Gender information, where collected, is used solely in preparing statistical reports.

The British Council collects country of origin for reporting and statistical purposes and to contact you within your own country.

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Under UK Data Protection law you have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you want more information about this please contact your local British Council office or the Data Protection Team inforgovernance@britishcouncil.org or see our website: <http://www.britishcouncil.org/privacy-cookies/data-protection>

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.

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Annex 1 – Budget

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 **5 days** and taking place in **South Africa** and attended by **14 UK-based researchers, 14 Kenya based researchers** and **14 South Africa based researchers** would be calculated as follows:

14 x £1000 (UK researchers' international travel to South Africa)

14 x £600 (Kenya researchers' international travel to South Africa)

14 x £150 (domestic travel rate per South Africa participant)

42 x £100 x 5 days (UK, Kenya and South Africa participants' subsistence costs)

42 x {£30 (event costs rate) x 5 days (duration of the workshop)}

+ £2200 (additional workshop costs)

= **£54,000 total maximum** contribution that can be requested

Table A: Unit costs (in £) within each country

Country	Domestic travel per participant	Subsistence costs per day per participant. This includes accommodation	Event costs per person per day per participant	Additional workshop costs
South Africa	150	100	30	2200
Kenya	150	140	30	2200

International Travel costs by country (in £):

UK to South Africa	1000
UK to Kenya	700
Kenya to South Africa or South Africa to Kenya	600

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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 st April 2017 and 31 st 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.	

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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.

Section 1 – Relevance to economic development and social welfare		Yes/No
<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>		
	Score	Range
Section 2 – Research quality and relevance		0-20
<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>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>

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Section 3 – Workshop Proposal		0-20
<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>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>
Section 4 – Sustainability and Capacity Building		0-20
<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>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>