

**UK-GULF INSTITUTIONAL LINKS PROGRAMME
GUIDELINES FOR APPLICANTS
APRIL 2018 VERSION 0.7**

Overview of change(s) from previous version:

Change	Page in version 0.6	Page in version 0.7
Fixed link in: 14. Contractual requirements	Page 11	Page 11

Call opens: 09 April 2018

Call closes: 28 June 2018, 16:00 hrs UK time

1. Background

The UK-Gulf Institutional Links programme is part of the UK Government's strategic commitment to strengthening partnerships with the Gulf countries (Bahrain, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates) in our interests and theirs to help tackle the challenges we share.

Addressing these challenges requires an integrated research and innovation approach, bringing together researchers from different disciplines, sectors, and countries in high-quality collaborations. Institutional Links aims to build UK-Gulf country collaborations centred on those shared challenges which have **direct** relevance to partner countries' priorities. Please see Annex 1 for an overview of research themes eligible under this call.

The Institutional Links programme is designed to establish **links beyond the level of the individual researcher and innovation practitioner**, opening up opportunities for sustainable, solution-oriented collaborations between research groups.

2. Overview of the funding opportunity

UK-Gulf Institutional Links grants provide small-scale seed-funding from UK Government for collaborations between the UK and the Gulf to:

- Initiate new research and innovation collaborations between academic groups, departments, institutions and catapults in partner countries and the UK
- Develop existing collaborations at group, departmental, and institutional level
- Encourage these collaborations to work with non-academic organisations and individuals to support the exchange of research and innovation expertise and the translation of research knowledge into tangible benefits, and the commercialisation of research.

- Establish local hubs for UK-Gulf country activity in a particular area, enabling engagement from the wider research and innovation community.

The Institutional Links Programme is designed to be flexible and responsive to in-country needs, allowing applicants to establish collaborations on specific areas linked to country priorities and development needs, and to bring in relevant private sector partners, including small- and medium enterprises (SMEs), technology transfer offices, and other not-for-profit organisations.

Grants range from £50,000 to £125,000 for up to two years, subject to cash or in-kind matching funds of equal value provided by the Gulf applicants and Gulf associated partners. UK applicants and UK associated partners can contribute match-funding but as a partnership scheme we are looking for Gulf applicants and Gulf associated partners to at least match the institutional links grant.

For best fit to the local context, priority areas, specific innovation challenges and additional application requirements have been set through discussion with national stakeholders. These are listed in Annex 1. **Please refer to Annex 1 before you prepare your proposal.** Proposals which do not follow the country-specific guidance **cannot be considered for funding.**

3. Scope of the Programme

Grants under the Institutional Links Programme allow partners to collaborate internationally, and gain access to new research environments, facilities, knowledge, and expertise, in order to enhance the quality of their research and enable them to translate research and innovation into tangible benefit.

All research and innovation collaborations funded by this Programme will:

- **Establish new research and innovation links, or significantly develop existing links, between research groups, departments or institutions with the potential for longer-term sustainability.** A key aim of the collaboration will be to support research and innovation capacity building in the partner institution, as well as to stimulate longer-term links between the UK and partner countries for research and innovation. We would encourage applicants to use this as an opportunity also to engage with the commercial and not-for-profit sectors.
- **Focus on topics or themes which have relevance to the partner country's priorities.** Institutional Links grants are intended to support research with a demonstrable pathway to impact that is relevant to agreed priorities (as shown in Annex 1). **Before** preparing your proposal, please see section 4 for our definition of the term 'pathway to impact' and Annex 1 for priority or challenge areas.

Wherever possible, Institutional Links collaborations should demonstrate how they will benefit the wider research and innovation community in the partner country.

Collaborations may also be established as UK-partner country centres of excellence – based in the partner country – in a particular research area, acting as a resource hub for the wider research community in-country and a focal point for other activities (e.g. seminars, technical training workshops).

When designing your proposal, you should consider how to increase women's participation and engagement, how best to involve early career researchers to promote their development and, more generally, to build researcher capacity especially in the partner country.

Institutional Links grants can cover costs which support research and innovation collaboration, including human resources costs; travel costs associated with exchange of researchers, students and staff from partners and other organisations; the costs of organising meetings, seminars, training; and other activities to establish and strengthen collaborative links. Grants can also include a limited contribution to other research-related costs (including equipment, consumables and non-staff fieldwork costs); however, this is capped at 30% of the total value of the grant.

Institutional Links grants can also support the training of technical staff, or finance other activities necessary for the translation of the research into benefit, thereby laying the foundations for longer-

term impact on the research and innovation landscape, and outputs relevant to the priorities defined in Annex 1. All expenditure must be detailed in the budget spreadsheet provided.

A summary of costs to be covered by the grant must be included in the online application form and must contain justifications (e.g. periods of research assistant time, why consumables or equipment are needed). Financial reporting on grant expenditure will be required, and a reporting template will be provided for this.

Please refer to Section 6 and Annex 1 for further details of funding available.

4. Pathway to Impact

For the purpose of the Institutional Links Programme, we define the pathway to impact as a clearly articulated and plausible link between the project deliverables and individuals, bodies or communities that will benefit from them. The beneficiaries and how they will benefit must be clearly defined, relevant to the priorities as described in Annex 1 and the benefit realisable within a short to medium timeframe (3-15 years).

Applications which do not meet this criterion cannot receive Institutional Links support.

In some disciplines, the pathway to impact can be longer-term and less direct than in other areas and may include societal impacts. In all cases, it is the responsibility of the applicant to articulate how they will work to ensure that opportunities for realising the potential impact of their work are maximised. Applicants should not expect reviewers to make assumptions about potential impact that is not clearly described within the proposal. Applicants are advised to consider stakeholder engagement, communication of the outputs and sustainability of the project when making a case for a pathway to impact.

Multidisciplinary proposals are welcome, and may include Biological and Medical Sciences, Engineering and Physical Sciences, Environment, Agriculture and Food Sciences, Social Sciences and Arts and Humanities. Please see section 11 for a list of our panels.

In order to demonstrate the relevance of the proposed project to the priority areas, applicants are advised to include within their application reference to any local or national consultation, links to government policies, and existing links with government institutions.

5. Eligibility

Proposals must fulfil the following criteria in order to be eligible for funding under this Programme:

- Each proposal must have one resident Principal Applicant from the UK **and** one resident Principal Applicant from a maximum of two partner countries in the Gulf (Bahrain, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates)
- Principal Applicants must be Leading Researchers/Innovators¹ or Established Researchers/Innovators³
- Principal Applicants are limited to one Institutional Links application per call.
- Principal Applicants must be based at one of the following:
 - A not-for-profit higher education institution with the capacity to undertake high-quality research and innovation, unless specified otherwise in Annex 1
 - A UK higher education institution (all UK higher education institutions are eligible)

¹ For an indication of profiles for the two categories, 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.

- A not-for-profit research and innovation organisation with the capacity to undertake high-quality research and innovation²
- A Catapult Centre³ (in the case of the UK Principal Applicant)
- The Principal Applicants' institutions (the 'Lead Institutions') must have the capacity to administer the grant.
- Individual departments within a single institution can make multiple applications per call provided that the proposed activities are clearly different and that each is led by separate Principal Applicants.
- Principal Applicants can apply for funding for the same activity in subsequent calls provided the project has not already been funded.
- Principal Applicants that have previously received Institutional Links grants can submit further applications for Institutional Links provided the proposed activities are clearly distinct from, or build on, any already funded through this programme.
- Organisations affiliated to UK higher education institutions (e.g. an overseas campus) may be the Lead Institution in the partner country provided that other eligible higher education institutions or research organisations not directly affiliated with UK higher education institutions in the country are also involved as Associated Partners. However, organisations cannot apply as Lead Institutions in Links with their *own* affiliates in other countries.

To support the translation of research and innovation into benefit, Principal Applicants are encouraged to include in their proposals Associated Partners affiliated with:

- Other research or higher education institutions
- Technology transfer offices
- Not-for-profit organisations
- For-profit/commercial organisations, including small and medium enterprises (SMEs).

For-profit organisations and not-for-profit organisations (other than not-for-profit higher education institutions or publicly-funded research organisations) are usually **not** eligible to apply as Lead Institutions. **Furthermore, for-profit organisations are not eligible to receive any grant funds except to cover travel-associated costs.**

Please contact us at UK-InstitutionalLinks@britishcouncil.org if you are in doubt about the eligibility of your organisation.

Eligibility checks will be applied to all proposals on receipt. Proposals which are not led by a recognised not-for-profit higher education institution or a publicly-funded research organisation (unless specified otherwise in Annex 1) will be rejected during these checks. Please see Annex 2 for a full list of eligibility criteria.

6. Funding available

Funds will be disbursed directly to the UK Lead Institution (i.e. the UK Principal Applicants' institutions) according to the approved final budget. The UK Institution will then disburse the grant to the Lead Institutions in the partner countries.

Lead Institutions may transfer funding to Associated Partners for activities which support the

² Please see the list here www.britishcouncil.org/education/science/current-opportunities/gulf-institutional-links-2018 for a list of eligible UK research organisations.

³ <https://www.innovateuk.org/-/catapult-centres>

objectives of the collaboration and the overall Programme⁴. Any costs of Associated Partner contributions should be included in the proposed budget for the respective country. As detailed above, for-profit organisations are not eligible to receive any grant funds except to cover travel-associated costs.

Grants range from £50,000 to £125,000 for up to two years, subject to cash or in-kind matching funds of equal value provided by the Gulf applicants and Gulf associated partners. UK applicants and associated partners can contribute match funding but as a partnership scheme we are looking for gulf applicants and gulf associated partners to at least match the institutional links grant. In-kind or cash match funding can be achieved by Gulf institutions or Gulf associated partners by providing from their own resources any of the activities that the institutional link grant can cover and that are reasonable and required for the collaboration.

Applicants may be asked to adjust their budget if their request does not fit within funding guidelines.

An advance payment of 80% of the grant will be made on signature of the grant agreement, followed by one payment of 20% dependent on approval of reports by the British Council.

Institutional Links grants are intended to contribute to the direct costs of establishing and operating your collaboration (i.e. costs directly related to implementing activities contained in the proposal). The following section details the costs that can and cannot be included in your budget request.

Please note that Annex 1 specifies further, country-specific information on eligible and ineligible costs.

Please complete the budget spreadsheet as provided on the call website with details of all costs:

www.britishcouncil.org/education/science/current-opportunities/gulf-institutional-links-2018

Please also complete the budget summary on the online application form with the totals from your budget spreadsheet and a brief justification for the amounts applied for.

Institutional Links grants **can cover**:

Category	Type	Percentage Limits	Notes
Human Resources costs	Staff costs for personnel working <u>directly</u> on the grant-funded project: salaries and fees of temporary research and research assistant personnel, and other staff recruited to work on the project, for example data collection staff in partner country.	None See country specific guidance for more details	This includes on-costs such as superannuation, and national insurance payments. Indirect costs cannot be covered and are assumed to be contributed by the principal institutions.
	Staff costs for permanent staff of lead institutions	Limited to 30% of total human resources costs funded	This includes on-costs such as superannuation, and national insurance payments. If you would be unable to deliver your proposed project

⁴ Note that for-profit organisations are only eligible to receive funds to cover travel-associated costs.

		by the grant	without a higher contribution to permanent staff costs, please contact UK-InstitutionalLinks@britishcouncil.org with a justification and we will consider your case. Please note that we would normally limit this to the stated 30% of HR costs of universities.
Other research related costs	Essential research equipment for use on the project	Limited to 30% of total grant	<p>If the applicant requests more than 30% of the total budget requested under this category, the project will be considered ineligible.</p> <p>Permission must be obtained from British Council before the purchase of equipment over £5,000 if the application is successful. Criteria are normally:</p> <ol style="list-style-type: none"> 1. Equipment is essential to delivery of the project and cannot be expected to be provided by institutions 2. Equipment will be used in the partner country and will remain there on project completion.
	Consumables		
	Specialist software licences essential to the collaboration		
	Access fees to facilities or library services		
Operational Costs	Travel (economy class) and subsistence costs to the UK and partner countries.	None See country specific guidance	In line with British Council policies and the criteria detailed in Annex 1.
	Visa fees, vaccinations and medical insurance for travel essential to collaboration, to the UK and partner countries		
	Costs of meetings, training events and seminars integral to the collaboration		This can include short-term room hire, hire of audio-visual equipment (projectors, etc.) and stationery supplies (flip

			charts, etc.) Attendance at events which are not part of the project, included in the proposal, will only be funded exceptionally, and only if the collaborators will be presenting the project.
	Basic catering costs associated with events or meetings directly relating to the collaboration		
Communications costs	Publication costs directly related to the collaboration	None (see country specific guidance)	This includes web page development by external providers, if appropriate We particularly encourage open access publishing
	Use of telecommunications such as video / audio / web conferencing		
Other costs	Bank charges for transfer of funds from the Lead Institution to other Partners		Note that for-profit organisations are only eligible to receive funds for travel associated costs.

The British Council is committed to equal opportunities and diversity and will consider, on a case by case basis, requests for support to encourage under-represented groups to engage in Institutional Links activity, so long as sufficient justification is provided.

Institutional Links grants cannot cover:

- Full economic costs (FECs)
- Institutional overheads, administration fees and other indirect costs*
- Costs of staff based in commercial or for-profit organisations
- Costs of permanent staff in Associated Partner organisations
- Purchase or rental of standard office equipment (except specialist equipment essential to the research). This includes:
 - IT hardware – laptops, personal computers, tablets, smart phones etc. These will not be funded without a strong justification. Any standard hardware which would routinely be used by researchers and academics will not be funded.
 - Office software
 - Desks, chairs, filing cabinets, photocopiers, printers, fax machines.
- Mobile phone rental or purchase
- Tuition Fees
- Bench Fees (for example PhD, Masters or Undergraduate study)
- Costs related to writing up, promoting or disseminating previous research.

- Attendance at conferences or other events unless this is to present outputs and outcomes of the project.
- Patents costs
- Costs relating to the construction, procurement or rental of physical infrastructure (e.g. office buildings, laboratory facilities). It is expected that any rooms and facilities essential for the routine operation of collaboration are provided as an in-kind contribution by the participating institutions. These can be detailed as an in-kind contribution in the budget breakdown.
- Entertainment costs such as:
 - gifts
 - alcohol
 - Restaurant bills or hospitality costs for personnel not directly participating in the project.
 - Excessive restaurant costs.
 - Excessive taxi fares
- Other indirect costs not listed in the above table or detailed in Annex 1.

Please contact UK-InstitutionalLinks@britishcouncil.org if you are in doubt which costs the Institutional Links Programme can and cannot cover.

7. Project Duration

The maximum duration of the proposed collaboration is 24 months, typically with an effective start in Spring 2019. Funding, if approved, begins from signature of the Grant Agreement by the British Council. Expenses incurred by the institutions prior to the effective start date, including any costs incurred in the production of the proposal, cannot be charged to the grant.

To ensure value for money, the budget requested in your proposal (including human resource costs) should cover only costs that are essential, appropriate and relevant to the collaboration. The proposal should maximise cost share through direct and indirect institutional contributions, in-kind funding, other funding sources, and private sector support.

Please indicate in the appropriate budget spreadsheet (and summarise as indicated on the application form) funds applied for from other sources to cover the collaboration; please clarify the status of the funding applications (i.e. successful; decision pending). Please indicate when you will know the outcome of any pending applications.

8. Ethics and research governance

It is essential that all legal and professional codes of practice are followed in conducting work supported by this Programme. Applicants must ensure the proposed activity will be carried out to the highest standards of ethics and research integrity.

In the online application form, applicants must clearly articulate how any potential ethical and health and safety issues have been considered and how they will be addressed, ensuring that all necessary ethical approval is in place before the project commences and all risks are minimised. Specifically, applications that involve research on animals, human participants, human tissue or patient/participant data must be accompanied by necessary permission certificates from the relevant local ethical review committees/authorities in the UK and the partner country, or an undertaking to obtain this permission in advance of the activity commencing. Failure to do so will result in applications being rendered ineligible and any funding already committed through this Programme being rescinded.

Please refer to the Research Councils UK 'Policy and Guidelines on Governance of Good Research Conduct' (<http://www.rcuk.ac.uk/Publications/researchers/grc/>), the InterAcademy Partnership report 'Doing Global Science: A Guide to Responsible Conduct in the Global Research

Enterprise' (<http://www.interacademycouncil.net/24026/29429.aspx>) or contact us at UK-InstitutionalLinks@britishcouncil.org for further guidance.

9. Diversity

Applicants are encouraged to include participation by people from under-represented groups in the teams implementing their proposed research. 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 within your application.

Please contact us at UK-InstitutionalLinks@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

10. Submission process

The submission deadline is **16.00 UK time on Thursday 28 June 2018**. Proposals submitted after the deadline will not be considered for funding.

Applicants **must** submit a completed online application form https://britishcouncil-cxobw.formstack.com/forms/application_form_il_gulf_2018_april which includes the upload of supporting information. 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. In addition to filling in the online form, applicants are required to upload:

- Principal Applicants' CVs (limited to 2 sides of A4 per applicant)
- A detailed project budget (template available on the British Council call webpage)
- Letters of support from the UK and partner country Principal Applicants' institutions, on headed paper, signed by the Head of Department or other person with appropriate delegated authority, expressing specific commitment to the proposed project, willingness to receive funding, a description of in-kind support to be given and describing why the experience and capability of the Principal Applicant is particularly suited to the project content. Please note that supporting letters must not be signed by the Principal Applicants.
- If the proposal includes Associated Partners, a pdf file of further information on Associated Partners, up to 300 words per partner, summarising the organisational and individual skills, knowledge and experience each partner will bring to the project and the role they will take.

Any other documents uploaded with your application or sent separately will be ignored.

To assist you in developing your application and sharing content with your partners, you can access a Word version of the online form here: www.britishcouncil.org/education/science/current-opportunities/gulf-institutional-links-2018

This is solely to allow you to develop your responses in a convenient format. The final version of your application **must** be submitted using the online form.

If you experience problems with the online submission system, please contact UK-InstitutionalLinks@britishcouncil.org **before** the submission deadline. If you alert us to technical issues only after the deadline, we may not be able to take them into consideration when assessing the eligibility of your application.

Before the completed online application form can be submitted to the system, applicants will be asked to confirm on the form that they have:

- Obtained permission to submit the proposal on behalf of the UK institution(s) **and** of the partner country institution(s). This must be confirmed by attaching Letters of Support from the respective institutions signed by the Head of institution or person with appropriate delegated authority.

- Confirmed the Principal Applicants' Institutions (i.e. the Lead Institutions') willingness to receive the funds and to sign a grant agreement with the British Council or the national partner, also confirmed in the Letters of Support.
- Complied with British Council policies on prevention of fraud, bribery, money laundering and addressed any other financial and reputational risk that may affect a transparent and fair grant award process.

Once the online application is submitted, the system will generate a unique application ID number. Applicants should note this number and use it in all communications with the British Council. Applicants who have not received this ID number should contact the British Council at UK-InstitutionalLinks@britishcouncil.org.

11. 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 institutions nor any of the applicants' 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.

12. Selection process

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

Eligible proposals then undergo independent external quality review on the basis of quality, pathway to impact and country priorities, capacity building potential and likely sustainability of the collaboration, as follows:

- Assessment and scoring in the UK by at least two independent experts (see Annex 3 for assessment form)
- Thorough review in the partner country
- Review by a UK Review Panel of experts, which determines a UK panel score, ranks applications and makes recommendations for funding. The Review Panel considers whether proposals are of high quality (being intellectually innovative, well-focused and methodologically sound), and whether a plausible case has been made for a pathway to impact in the defined priority areas in a short to medium time frame (3 to 15 years).
- Final decision making in the partner country based on UK and partner country review, in-

country stakeholders and national co-funding organisations.

In the UK, eligible proposals are reviewed by one of five Review Panels:

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

Please indicate in the application which Review Panel should assess the proposal, and select up to three subject area(s) in priority order. We reserve the right to allocate your proposal to a different Review Panel.

Proposals are quality assessed against the criteria at Annex 3, resulting in a total score between 0 and 60. Those receiving a final score from the Panel meeting of less than 30 will be considered not fundable. However, achieving an average score equal to or above the threshold does not mean that the proposal will be funded.

Country-specific priorities and challenge areas will be considered in the final decision, in addition to the general assessment criteria, see Annex 1 for priorities by country.

13. 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. Information will be shared with national Programme partners for the purpose of selection and monitoring of the award.
- Make information on the successful applications available to the public on their website and other publicity, and in reports and documents.
- Contact applicants in the future to inform them about future British Council opportunities.

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

14. Contractual Requirements

- The contracting authority is the British Council which includes any subsidiary companies and other organisations that control or are controlled by the British Council from time to time (see: www.britishcouncil.org/organisation/structure/status).
- The successful applicants will be expected to undertake activities in the UK and in the Newton Fund countries listed in section 3 of these guidelines (Scope of the Programme).
- The British Council is subject to the requirements of the UK Freedom of Information Act, ("FOIA"). Please indicate in your application whether FOIA also applies to your organisation, so that we can reflect this in the Grant Agreement should you be successful in your application.
- The British Council's contractual approach in respect of the grant is set out at <https://www.britishcouncil.org/education/science/current-opportunities/gulf-institutional-links-2018>

- (Terms and Conditions of the Grant Agreement) (“Grant Agreement”). By submitting a response to this call for applications, you are agreeing to be bound by the terms of **these guidelines and the Grant Agreement without further negotiation or amendment**.
- In the event that you have any concerns or queries in relation to the Grant Agreement, you should submit a clarification request to UK-InstitutionalLinks@britishcouncil.org in accordance with the provisions of this call for applications by the application deadline. The British Council reserves the right not to make any changes to the Grant Agreement.

The British Council is under no obligation to consider any clarifications / amendments to the Grant Agreement requested following the application deadline

15. Contact details

All queries or comments about this call should be addressed to the Institutional Links email address UK-InstitutionalLinks@britishcouncil.org.

Annex 1 – Country-specific guidance

UK – Gulf Institutional Links

Eligible Countries: Bahrain, Kuwait, Oman, Qatar, Saudi Arabia, United Arab Emirates

- Duration of grants: up to 24 months
- Size of grant: up to £125,000
- Eligible Research Themes:

Bahrain

Clean and renewable energy solutions which may (or may not) include integration with emerging disruptive technologies; with a focus on solar, wind, or energy storage.

Kuwait

Waste water treatment, water conservation or water desalination, which may (or may not) include the use of renewable energy solutions in their application.

Oman

Food security – agritech / aquaculture

Renewable energy – wind, solar, waste to energy.

Qatar

Cyber security research with a focus on critical national infrastructure (Energy and Water Utilities, Food Security, Healthcare and Financial Services)

Saudi Arabia

Health and Life Sciences – Genomics and Precision Medicine Research

Cyber Security Research with a focus on Critical National Infrastructure (Energy and Water Utilities, Food Security, Financial and Healthcare Services)

UAE

Waste water treatment, water conservation or water desalination, which may (or may not) include the use of renewable energy solutions in their application.

Waste to energy, renewable energy & water and energy storage

Artificial intelligence – with a focus on clean, renewable energy and climate change

- Eligible configurations: Lead Applicants will be a UK team developing a proposal with either one or two Gulf country teams. If there are two Gulf teams, then they come from two different Gulf countries. Either of the following two constellations of Lead Applicants are allowable:
 - a) UK-Gulf country A
 - b) UK-Gulf country A-Gulf country B
- We require matched contributions from Lead Institutions or associated partners in the Gulf countries to demonstrate institutional commitment. Please indicate cash or in-kind matched funding in the columns H and I as applicable on the budget spreadsheet. This must equal at least the amount of the Institutional Link grant being requested. Additional match-funding is also welcome from UK institutions and UK associated partners (column G) but is not required.
- Applicants are required to provide a signed letter on letter-headed paper from each of the institutions outlining the institutional support for the proposal.
- Funding will flow through the UK applicant to be distributed to the Gulf teams and any Associated Partners (academic, for-profit or not-for-profit in the UK or any of the six Gulf countries)
- Submission Process: One application per submission via the UK application process (electronic submission via link provided).

Annex 2 – Eligibility criteria checklist

The application has been submitted by the applicants by the published deadline.	
The application has been submitted using the correct online application form.	
The application has been submitted by a Principal Applicant in the UK and a Principal Applicant(s) based in one or two of the partner countries listed in Annex 1.	
<p>Principal Applicants are based at:</p> <ul style="list-style-type: none"> ○ A not-for-profit higher education institution with the capacity to undertake high-quality research ○ A research institution with the capacity to undertake high-quality research ○ A Catapult Centre⁵ (in the case of the UK Principal Applicant) ○ An alternative institution as detailed in Annex 1 ○ For the UK, if the Lead Institution is not an HEI, they are listed here: www.britishcouncil.org/education/science/current-opportunities/gulf-institutional-links-2018 Please contact UK-InstitutionalLinks@britishcouncil.org if in doubt 	
The applicants have included supporting letters, one from each of the Lead Institutions, on headed paper, signed by the Head of the institution or person with appropriate delegated authority, giving specific commitment to the project as described in Section 9 of these Guidelines. Supporting letters are not signed by the Principal Applicants.	
Applicants have submitted a detailed budget request using the appropriate budget spreadsheet provided.	
If there are Associated Partners, additional information on them has been uploaded	
Each section of the application form has been completed in full and complies with instructions given.	
The application form and supporting documents have been completed in English.	
The Principal Applicants have submitted only 1 application under this Institutional Links call.	
If either Principal Applicant has previously received an Institutional Links grant then the proposed activity builds significantly upon the existing project.	
Both of the Lead Institutions have the capacity to administer a grant and satisfy British Council requirements to prevent bribery, fraud and professional misconduct. Applicants have confirmed they comply with British Council requirements by responding to pre-submission questions in the online application form	

⁵ <https://www.innovateuk.org/-/catapult-centres>
 April 2018 Institutional Links Gulf Call Applicant Guidance v.0.7

<p>The total budget is within 10% of the limits given in this guidance, including Annex 1 for the applicable partner country. If the budget is over 10% above the maximum, reject; if it is within 10%, send forward for review. Cut the budget to the maximum allowed if chosen for funding.</p>	
<p>The budget requested under “other research related costs” is 30% or less of the total budget (unless specified otherwise in Annex 1). If this is more than 30%, reject.</p>	
<p>The budget requested for permanent staff costs is 30% or less of the total budget requested for human resources costs.</p>	
<p>If the partner country Lead Institution is affiliated in any way with a UK higher education or research institution, the proposal includes other eligible higher education or research institutions in the partner country.</p>	
<p>The Gulf institutions and associated partners are contributing in-kind or cash match funding of at least equal value to the institutional grant requested</p>	

Annex 3 – Assessment criteria and scoring system

Assessment of the quality and development relevance of the proposals will be performed by expert reviewers, and the final funding decisions will be made in discussion with British Council country office and in-country partners. Only proposals that have clearly articulated relevance to economic development and social welfare of the partner country will be considered for funding. In addition, only proposals with an average score of 30 points or more for Sections 2 to 4 are considered fundable.

		Range
Section 1 – Plausible Pathway to Impact		YES/NO
The proposal clearly articulates a plausible pathway for the research to lead to positive impact relevant to the defined priority areas within a reasonable timeframe (3-15 years). Please see section 4 of the Guidelines for further details.		

	Score	Range
Section 2 – Research/innovation quality and background		0-20
<ul style="list-style-type: none"> • The academic importance and timeliness of the research/innovation topic is clearly demonstrated. • The Principal Applicants have sufficient relevant experience to undertake the proposed research collaboration and achieve the stated objectives. • The value added – to institutions and/or the wider research and innovation community – by the collaboration between the partnering institutions is clearly described. • The collaborating institutions are of appropriate academic standing. • The benefits and relevance of the research to the UK and partner country institution is clearly described. 	<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 3 – Proposal		0-20
<ul style="list-style-type: none"> • The description of the proposed collaboration includes clear, feasible and realistic objectives as well as potential for long term impact. • Applicants clearly articulate specific outputs anticipated from the collaboration and objectives likely to be achieved • The proposal explains the benefits to both the UK and partner country researchers/innovation practitioners, institutions and end-users of the research or the products and services that will result from the project activity, in particular taking into account who might benefit and how they might benefit. • There is strong evidence of support from the applicants' institutions and Associated Partners (where applicable). • The proposed collaboration supports new links or significantly extends and develops existing links. • If the applicants' institutions are collaborating already, there is there clear evidence that the grant would add significant value to the collaboration. • The proposal includes a clear and feasible description of the arrangements for project managing the collaboration and communication between partners. • The proposal represents value for money; all costs are fully justified 		<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
<ul style="list-style-type: none"> • The potential in terms of professional development and capacity building for researchers, innovation practitioners and other individuals participating in the collaboration is clearly described • The collaboration supports the institutional capacity to translate research into economic or societal benefit, for example through establishing new relationships with non-academic partners, or setting up new processes for technology transfer • The proposal includes a clear and feasible description of how the participating institutions/organisations intend to sustain their collaboration over the longer-term • The participating institutions demonstrate a commitment to the collaboration through provision of in-kind funding (note that matched funding is an essential requirement for proposals from a subset of countries) 		<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>
TOTAL SCORE FOR QUALITY ASSESSMENT (Section 2 + Section 3 + Section 4)		0-60