Summary of the call:

Target audience:

- Public institutions - direct public administration: in the Federal Government, States, municipalities and Federal District, including government departments, and indirect: municipalities, public foundations and development agencies.

- Institutions of Brazilian civil society - non-profit institutions such as charities, non-governmental organizations, OSCIPs, community groups, women’s organizations, public interest associations, social movements.

- Science museums

- Botanic gardens

*Universities and academic research foundations may contribute as co-funders in this call, but are not eligible as a lead or beneficiary institution*

**Deadline:** February 19, 2017  
**Publication of results:** 2 March 2017  
**Duration of grants:** from 1st April 2017 to 31st March 2018  
**Size of grants:** from £40,000 to £100,000 per proposal

**Thematic priority areas:**

- Urban Transformations (including human rights, tackling violence, housing, transportation, access to water, immigration, social inclusion and reducing inequalities)
- Biodiversity (including climate and environment, biodiversity and valorization of traditional knowledge)
- Agriculture and food security (focus on small-scale, sustainable production in rural or traditional areas)
- Inclusive economy (including the empowerment of groups in situation of vulnerability, forest economy, fair-trade, entrepreneurship and creative economy in vulnerable territories)
- Public Health and Neglected and Infectious Diseases (including Zika, Dengue and Chikungunya and the effective management of health services)
- Social Science for social and economic development
• STEM in Basic Education (including popularization of sciences, community engagement and non-formal teaching spaces and methodologies)

Background

1. The NEWTON FUND is a £735 million fund which promotes the economic development and welfare of vulnerable people in partnering countries, through science and innovation partnerships. It aims to strengthen science and innovation capacity and unlock further funding to support poverty alleviation. It is delivered through 15 UK delivery partners in collaboration with 15 partner countries.

2. The BRITISH COUNCIL is an international organization of the United Kingdom, incorporated by Royal Charter in 1940 and Supplement in 16th November 1993, registered in England as a public charity with the objective of promoting cultural relationships and education opportunities. It is one of the delivery partners of the Newton Fund in Brazil, through its local affiliate, managing programmes that focus on the pillar called “people”, thus funding capacity building projects.

3. Within this work, this Institutional Skills Development call aims to support new training and/or capacity building and/or community engagement programmes for staff or key community partners of Brazilian public and civil society institutions, science museums and botanic gardens, where these programmes are focused on developing specific scientific (including natural, biomedical, mechanical and social sciences) or creative and innovative skills (technologies, methods, new ways of doing things) and are developed in conjunction with an expert counterpart organisation or specialist in the UK.

Overview of the funding opportunity

4. This call aims to provide co-financing (up to 50% of the costs) for training and other capacity building and community engagement programmes (such as exchange between academics, round tables, online platforms, community dialogue, courses, study tours) designed by Brazilian public (at all levels of government) and civil society institutions, science museums and botanic gardens, for their own employees and/or employees of related (proved partner) institutions. The value of the co-financing will be at least £ 40,000 and a maximum of £ 100,000.

5. The remaining 50% of the funding or in-kind resources needed to implement the project should come from the lead Brazilian beneficiary institution or another source (e.g. a Brazilian grant, or a corporate partner/sponsorship, but not a publicly-funded UK institution). This co-financing can include non-financial contributions, such as office space, researchers allocated to the project and management costs, except the salary costs of permanent or existing staff at the beneficiary institution(s).
6. The specific activities under each training and/or capacity building and/or community engagement programme will be proposed by the applying organisation.

7. These programmes should be delivered in partnership with an expert counterpart organisation (or individual specialist) in the UK (e.g. counterpart agencies in the same field, universities, non-for-profit organisations, specialist research centres, individual researchers/experts). These UK partners should play a central role in the design and delivery of the training programme. A further criterion for the evaluation of the project will be the potential for the training programme to cement a longer-term collaboration relationship between the Brazilian and UK institutions involved.

8. Projects should demonstrate a positive contribution to the economic development and social welfare of Brazil, and activities should demonstrate a plausible pathway to such impact.

Examples of scope for proposals (other projects which don’t follow this specific scopes will be assessed, as long as they demonstrate plausible pathway to such impacts):

- Improving technical, scientific or engagement skills used in the design and delivery of public services or services and projects delivered by civil society organizations, science museums or botanic gardens;

- Developing new scientific or management skills to improve the efficiency of public services, or of new methods and products designed and delivered by civil society organizations, science museums or botanic gardens in partnership or not with partner community organizations;

- Supporting technology transfer, both in terms of academic or traditional knowledge to real applications for a given community;

- Supporting scientific, technological and engineering and mathematics (STEM) education, especially in basic education projects at formal and informal environments, such as museums and science centres, venues of scientific promotions, among others.

Priority areas/themes are:

- Urban Transformations (including human rights, tackling violence, housing, transportation, access to water, immigration, social inclusion and reducing inequalities)
- Biodiversity (including climate and environment, biodiversity and valorization of traditional knowledge)
- Agriculture and food security (focus on small-scale, sustainable production in rural or traditional areas)
- Inclusive economy (including women empowerment, forest economy, fair-trade, entrepreneurship and creative economy in vulnerable territories)
- Neglected and Infectious Diseases (Including Zika, Dengue and Chikungunya)
- Social Science for social and economic development
STEM in Basic Education (including popularization of sciences, community engagement and non-formal teaching spaces and methodologies)

9. Projects should be completed by 1st of March 2018, and should support the involvement of groups of at least 5 participants (exceptions for smaller groups may be given in special circumstances, subject to prior agreement and appropriately reflected in the level of funding requested)

10. Full proposals will be received until 19 February 2017, at 18.00 (Brasilia time). These should be submitted using the form accompanying these guidelines (through the British Council website), and should include a brief description of the proposed training programme, its objectives and an explanation of its contribution to Brazilian economic development and social welfare, and the identification of the UK partner(s) involved.

11. These full proposals will be assessed in February, 2017 by external review panels organised by the British Council on the basis of the quality of the proposal, its development impact, and its capacity-building potential (further details under Assessment Criteria below). This review will also include an appraisal of the training and/or programme's potential to support a longer-term collaborative relationship between the Brazilian beneficiary institution(s) and the UK partner(s).

Scope of the call

12. The aim of this call is to support the professional development and community engagement of Brazilian public and civil society institutions, science museums and botanic gardens, by supporting them to develop or improve specific skills relevant to the social and economic development of Brazil in the areas listed above.

13. It aims to achieve this by providing up to 50% of the financial resources necessary to design and deliver programmes according to Item 8 above, to benefit employees of or communities engaged with the Brazilian public and civil society institutions, or science museums and botanic gardens applying to the call.

Programmes are focused on the development of skills; the transfer of experts and other capacity building programmes, such as exchange between academics and eligible institutions, round tables, online platforms and community engagement projects relevant to their workplace duties or to projects where the applicant is involved with capacity building schemes. The definition of scientific in this context covers the full spectrum of scientific activity (including natural, biomedical, mechanical and social sciences). Whereas the resources are going to be applied to raise capacity in communities, sub-grants to other organisations are not going to be permitted, unless one or more associated organisations are listed in the call and the transference of resources is justified according to the budget presented. Associated organisations can contribute to match funds.
14. Moreover, this call also aims to support programmes that develop skills relating to the administration and teaching of science, especially the promotion and management of technology transfer programmes.

15. Finally, this call also aims to support programmes that support teaching skills in science, technology, engineering and mathematics (STEM) areas in basic education – including professional development programmes for teaching professionals and projects in non-formal teaching spaces, such as museums and other informal spaces used for the promotion of learning.

**Relevance to economic development and social welfare**

16. For the purpose of this Institutional Skills Development call, training programmes with development relevance are defined as activities that have the potential to contribute to the economic development and social welfare of Brazil, providing benefits to underprivileged and vulnerable communities in particular.

17. In order to be considered eligible for funding for this call, therefore, proposals must clearly articulate a plausible pathway along which the training programme proposed will lead to a positive impact (direct or indirect) on such communities within a short- to medium-term timeframe (3-5 years). Proposals with direct impact in poorer members of society, vulnerable or historically excluded populations are encouraged.

18. Applicants should therefore consider, within their expression of interest, how the programme will address matters related to poverty and development issues effectively and efficiently, working in areas of demonstrable relevance to local challenges in Brazil and using the strengths of UK institutions or experts to address them.

**Eligibility**

19. Beneficiary organisations (the organisations whose staff benefit from the training programmes or the partner communities) should be Brazilian public or civil society institutions or science museums or botanic gardens, but not including for-profit/commercial organisations.

> *Universities and academic research foundations may contribute as co-funders in this call, but are not eligible as a lead or beneficiary institution*

20. Proposals should be submitted by the organisation that will take the leading role in designing and delivering the project, and which has the authority to execute the match – funding contribution (the remaining or exceedent 50% of the budget which does not come from the British Council)\(^1\). If this organisation is not qualified to receive funding through this call,

---

\(^1\)These funds may come ultimately from a different source (i.e. a sponsoring government department or a government fund, or a private sponsorship), but the applicant should have authority to spend them.
the receiving organization must still be a public or civil society or science museums or botanic gardens, and not a for-profit or commercial organisation.

21. Proposals should include the in-principle support of one or more counterpart organisations from the UK, which should be stated in the application. This organisation could be a public, academic, not for-profit (NGO) institution, a research centre. It should have a demonstrable (world-class) expertise in the area of the programme and its participation should be fundamental to the design and delivery of the programme.

22. A programme can include more than one UK counterpart, and/or more than one Brazilian beneficiary, as long as the proposal is led by one Lead Institution.

**Funding available**

23. The programmes will be eligible for a minimum of £40,000 pounds and up to £100,000 pounds of funding through this call, which should represent a maximum of 50% of the total budget of the training programme.

24. This support can cover:

- Travel and subsistence costs in line with Brazilian British Council policies (e.g. economy class travel)
- Short-term room hire for meetings, training events, seminars and conferences included within the programme – and additional costs pertaining to these activities (e.g. AV costs)
- Basic catering costs associated with events or meetings relating to the collaboration
- Publication costs and associated publishing and communications costs (including website development by external providers, if appropriate) directly related to the programme
- Human resources costs – if essential, appropriate and relevant to the programme – including but not limited to: staff costs of temporary personnel dedicated to the programme (not regular staff costs – the costs of permanent staff or existing positions cannot be included)
- Other costs, including:
  - Essential equipment – directly related to the training programme
  - Consumables (including software licenses directly related to the training programme, for the duration of the programme)
  - Access to facilities or library services, or specialist analytical equipment

The total value of these other costs should in principle not be greater than 5% of the total budget of the project (whichever is the greater) – costs above that amount should be agreed on a case–by-case basis.
Bank charges for transfer of funds from the Lead Institution to partner institutions, to cover travel and other expenses

25. This support cannot cover:

- Staff times or replacement costs for permanent or existing members of staff.
- Costs related to the long-term rental of physical infrastructure (e.g. office space, laboratory facilities)
- Tuition fees at academic institutions
- Bench fees
- Purchase or rental of office equipment
- Mobile phone rental or purchase
- Entertainment costs
- Costs related to marketing or communications

26. Please contact newton@britishcouncil.org.br if you are in doubt about the above or other costs that the Institutional Skills Development call can or cannot cover.

27. The call intends to finance 4-8 projects, subject to the levels of relevance and budgets requested.

Selection process and calendar

28. Institutions are asked to submit a full proposal by 19 February 2017. The full proposal must be sent following the template available for download in the online application and including: a description of the proposed programme (with an outline timetable and estimated budget) under one of the categories listed in Item 8 above; a justification for its contribution to Brazilian economic and social development; its principal objectives: the identification of the UK partner(s) involved and the identification of the source of matching funding.

29. These full project proposals will be evaluated by the British Council and external experts appointed by the British Council. Awarded beneficiaries will be informed by 1st week of March 2017.

Contracts will be negotiated and signed by the third week of March 2017, and it is expected that projects will start from 1st April 2017. The signing of contracts will be subject to confirmation of matching funds.

30. Grant agreements with successful candidates will be signed with the British Council and the beneficiary institution, who will be fully responsible for the financial and logistical administration and delivery of the programme (including the organisation of visits to and from the UK, and the disbursement of any funds required for participating UK institutions).
31. Grant agreements will include a requirement to fulfil a detailed Monitoring and Evaluation process with the British Council. This framework will be the mechanism by which the quality control of the project implementation is achieved.

**List of eligibility criteria**

- The application was submitted by the applicant within the stipulated deadline
- The applicant has submitted a signed supported letter letter (in letterhead paper and pdf format) confirming co-funding
- The applicant has submitted a signed supported letter from UK partner, letter (in letterhead paper and pdf format) expressing support to the proposal submitted
- The Brazilian applicant is a Brazilian public or civil society institution or science museum or botanic gardens, (excluding for-profit/commercial organisations) who expressly support the proposal submitted (supporting letter)
- The application was submitted using the correct online form
- The application form is completed and in accordance with the instructions given
- The budget was presented in accordance with the call requirements
- The work plan will take place within 12 months

**Assessment criteria**

33. Proposals received will be reviewed by the British Council and an external panel based on an assessment of the following principal criteria –

- Need of the skills training/capacity building programme – the extent to which it is addressing a real skills deficit in the country (20% weighting)
- Quality of training/capacity building programme – including its objectives, its design, its focus and the methodology of its approach and the feasibility of its proposed costs (20% weighting)
- Value added by UK partner(s) – considering both the expertise of the UK partner(s), the value they bring to the training programme, and the role they will play in its delivery (which should be fundamental to the programme) (20% weighting)
- Development relevance – considering whether the training activity has the potential to have a real impact on economic development and social welfare in Brazil and whether it is directly or indirectly engaging poorer members of society, vulnerable or historically
excluded populations. *(25% weighting) Projects that score less than 3 points for Development Relevance (an essential threshold) will not be eligible for funding.*

☐ Sustainability – the potential for training programmes to seed longer term collaborations between beneficiary institutions in Brazil and UK partners will be positively evaluated *(15% weighting)*

34. Each criteria will receive a score between 1-5 (half points are permitted). Projects that score less then 13 points overall, or that score less than 3 points for Development Relevance (an essential threshold) will not be eligible for funding.

**Proposal submission process**

35. Applicants must submit the proposal using the online form. These should be received by 18.00 (Brasilia time) on 19 February 2017. Supporting documents required are: budget and Gantt Chart (templates available for download), supporting letters from both Brazilian applicant and UK partners, CNPJ certificate, clearance certificates for the Federal, State and Municipal Brazilian Government (*Certidões Negativas*).

**Contact details**

37. All queries or comments about this call should be addressed in the first instance to newton@britishcouncil.org.br