

DICE Digital R&D Fund Background and Application Guidance

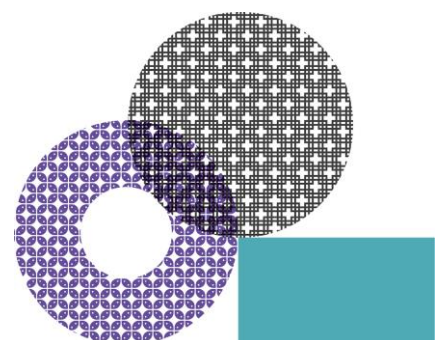
23 November 2020

Thank you for your interest in the DICE (Developing Inclusive and Creative Economies) Digital R&D Fund.

This document provides an overview of the Fund and the process to apply.

We are excited to read your applications and hear your ideas. Thank you for finding us.

The DICE Team



1.	About DICE	3
2.	About the DICE Digital R&D Fund	4
3.	Eligibility Criteria	5
4.	Ineligibility	7
5.	The Principles Underlying the Fund	8
6.	Community of Practice & Research	9
7.	Financial Requirements and Restrictions.....	11
8.	How to Apply	13
9.	Partnership Guidance.....	16
10.	Assessment Criteria	18
11.	Key Dates	20
12.	Privacy Notice	22
13.	Contacts & Clarification Questions.....	24

1. About DICE

Developing Inclusive and Creative Economies (DICE) is a global programme that imagines and activates new forms of cultural and economic agency. DICE does so by placing creativity, experimentation, co-design, social purpose, action research, and international connection at the heart of its work.

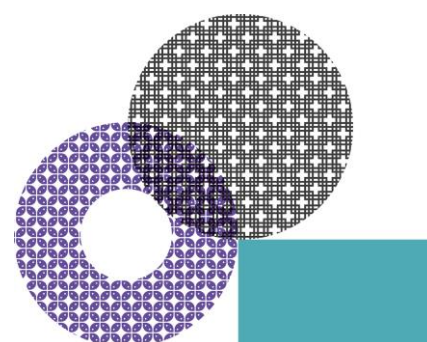
Through encouraging new thinking, generosity and horizontal collaborations across disciplines, countries and continents, DICE:

- cultivates essential connections between artists, entrepreneurs, policy makers, intermediaries, investors, funders and researchers to develop inclusive economic initiatives and systems together
- provides development and capacity-building of creative social entrepreneurs and enterprises
- creates the space for the co-design of policy and community-led initiatives
- strengthens intermediaries, including networks, hubs, incubators and accelerators
- shares the important stories of creative social change-makers
- explores the underlying processes and power-dynamics that define how we connect, collaborate and create.

In our first two years, DICE worked with over 18,970 people. These include entrepreneurs, members of intermediary organisations as well as policy makers and advisors.

Collectively DICE's bespoke initiatives are designed with and for those who are often excluded from economic opportunity – including women, young people, people with disabilities and those otherwise excluded because of race, religion, ethnicity, gender, class, sexuality or some combination thereof.

Led by a global team in Brazil, Egypt, Indonesia, Pakistan, South Africa, and the UK, and deeply informed by a growing global network, DICE aligns itself with other programmes, organisations and efforts that support progress toward the Sustainable Development Goals and a truly inclusive, sustainable and creative global economy



2. About the DICE Digital R&D Fund

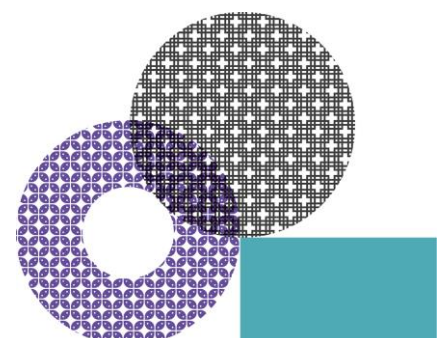
We are delighted to announce the launch of the DICE Digital R&D Fund.

This Fund will offer 20 grants, each ranging between £7,000 – £15,000, to support the development and delivery of 20 co-designed ‘digital experiences’ that contribute to the DICE programme’s mission and ethos.

The 20 grants will be awarded to 20 pairs of organizations, known hereafter as ‘DICE Digital Partners’, which will co-design and co-deliver a digital experience. Each pair must include organizations from two different DICE countries (Brazil, Egypt, Indonesia, Pakistan, South Africa, the UK).

In a world in which convening will increasingly take place online, these digital experiences will enable participants, delivery organisations and members of the wider DICE community to explore how we foster values such as inclusion, connection, experimentation and co-design in online environments. They will also help us test various technological platforms, build expertise for digital collaboration and convening, and examine what international cultural relations looks like online.

Through this initiative, we aim to foster genuine international camaraderie and generosity between each pair of DICE Digital Partners; among all 40 Digital Partners; with the digital experiences’ participants; and with the wider DICE community.



3. Eligibility Criteria

We are seeking proposals for digital experiences that meet the following criteria.

The experiences should

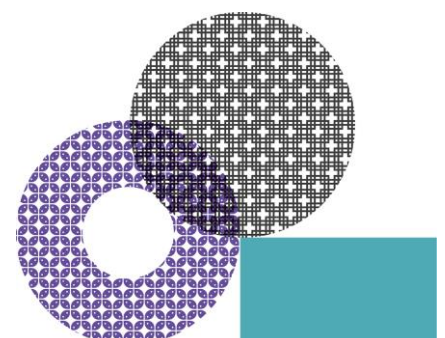
- be co-designed by two organisations, each of which is legally registered in a separate DICE country: Brazil, Egypt, Indonesia, Pakistan, South Africa and the UK
- be designed by, with and/or for groups that are disadvantaged in the economy, including at least one of the following participant groups:
 - o young people
 - o women
 - o disabled people
 - o those otherwise disadvantaged because of race, religion, ethnicity, gender, sexuality, class or some combination thereof.
- be tailored and produced for *at least one* of the following participant groups. We welcome experiences that bring together participants from multiple groups:
 - o creative social entrepreneurs
 - o artists
 - o policy makers
 - o intermediaries (including hubs, community centres, networks, accelerators and incubators)
 - o community leaders and/or
 - o funders and investors
- enable the Digital Partners to enhance and improve their own digital confidence, capabilities and infrastructure
- include bespoke content that will be creatively delivered to the participants
- explore and/or address cultural and economic influence, agency and/or power. The content should where possible address pressing needs created or exacerbated by Covid-19 (for the participants and for the partners). This, for example, could include:
 - o training and skills' development, drawing on new or existing content, for artists, policy makers, creative entrepreneurs and/or social entrepreneurs

- capacity building, drawing on new or existing content (e.g. workshops, toolkits), for intermediaries that support creative and social enterprises
- an exploration of structural, systemic and psychological barriers to economic and cultural agency through inter-group dialogue or other creative means
- an innovative/distinct take on topics that have been surfaced during the DICE programme and, in some cases, directly explored in the [DICE Global Gatherings](#) series

These topics include:

- The art of listening
 - Minding your ego
 - Failure, *gambiarra* [Portuguese word meaning the ‘the art of making do’], and adaptation
 - The art and science of co-design
 - The art of storytelling – as an advocacy tool
 - Creativity in action: how to move from ideation to execution in business and in art
 - Collaboration versus competition
 - Power and participation
 - Your conscious and unconscious biases
 - Using humour to build trust, businesses and communities
 - The Sustainable Development Goals
- encourage genuine connection and camaraderie between the participants
 - encourage genuine collaboration between the two Digital Partners
 - actively tackle digital fatigue and explore new ways of engaging multiple and different audiences
 - be delivered virtually to participants who will be recruited directly by the Digital Partners. All events should take place between 22 February – 22 May 2021.

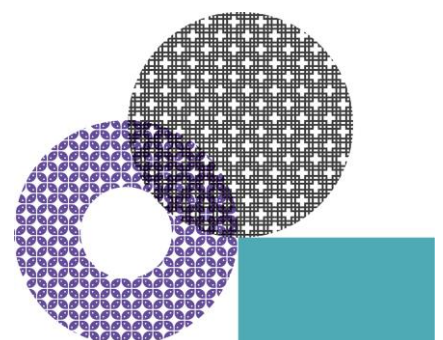
The digital experiences can be newly formed ideas, or part of a longer-term programme or project so long as they demonstrate an innovation for the partners and meet the above criteria.



4. Ineligibility

If the following is the case, we are sorry to say you are not eligible for this funding opportunity:

- grant proposals by a single organisation
- grant proposals from an individual
- grant proposals from an unregistered organisation
- grant proposals from organisations not legally registered in a DICE country (Brazil, Egypt, Indonesia, Pakistan, South Africa and the UK).

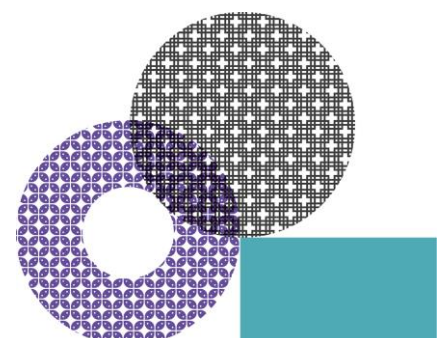


5. The Principles Underlying the Fund

Building upon our learning from our pilot [DICE Fund](#) in 2018-2020, which paired 28 intermediary organisations, as well as the evaluation of our global programme, we have been actively exploring the following questions in a monthly experimental series – the [DICE Global Gatherings](#):

- How can we create a sense of connection, camaraderie - and shared purpose - before we meet in virtual spaces?
- How can we connect people that might not otherwise be able to find each other?
- How can we model the ‘topic’ at hand so that participants and audience members can ‘feel’ what our collaborators are talking about? (e.g. in September we considered what ‘local/global’ means in art, community, enterprise and social change).
- Can ‘we’ create a ‘we’ around a shared vision, way of working, set of values, ideas? If so, how can we do so within a digital space?
- How can we combat (rather than exacerbate) digital fatigue – not least given the saturated webinar marketplace?
- Given that online convening is becoming commonplace, how can we identify, make sense of and remedy the behavioural, psychological and social challenges that virtual gatherings present?

Our work and learning over this period has informed the development of this fund.



6. Community of Practice & Research

We aim to create genuine international camaraderie and generosity between each pair of DICE Digital Partners; among all 40 Digital Partners; and with the participants with whom they are working in order to collectively explore and share learning on:

- how values of inclusion, connection, experimentation and co-design manifest themselves in the on-line design and delivery of the experience
- the underlying infrastructure and approach (e.g. using tech platforms which foster inclusivity)
- digital expertise needed for online collaboration and the delivery of digital experiences
- what international cultural relations looks like in practice and online.

As such all successful partnerships will be funded and expected to participate in a series of learning events with all Digital Partners from January – May 2021.

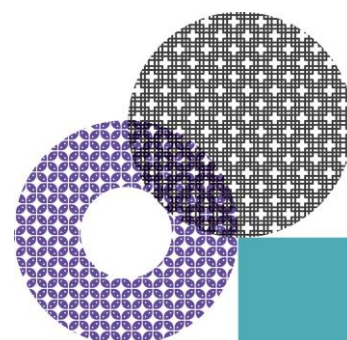
All partners will also be expected to complete two learning reports; the template for these reports will be provided.

Indeed, we seek applications from organisations which are excited to be active and enthusiastic members of this international learning community.

DICE Digital R&D Fund and Cultural Relations

The British Council is the UK's cultural relations organisation. A recent review of cultural relations from the Goethe-Institut and British Council (2018) adopts the following definition of cultural relations:

“Cultural relations are understood as reciprocal transnational interactions between two or more cultures, encompassing a range of activities conducted by state and/or non-state actors within the space of culture and civil society. The overall outcomes of cultural relations are greater connectivity, better mutual understanding, more and deeper relationships, mutually beneficial transactions and enhanced sustainable dialogue between people and cultures, shaped through engagement and attraction rather than coercion. “



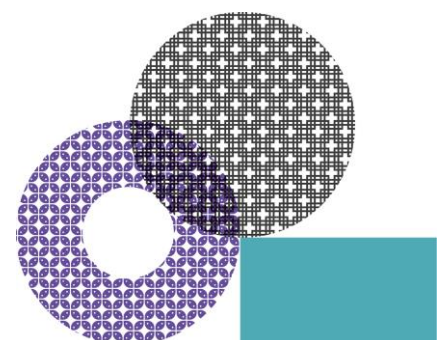
Further reflections in this area include those in the British Council's Cultural Relations Collection:

<https://www.britishcouncil.org/research-policy-insight/research-series/cultural-relations>

As part of the Fund, we are therefore interested in learning what international cultural relations can look like online based on the digital experiences. We have commissioned a researcher to consider:

- What is the process of cultural relations and if/how has it been achieved online through the Fund?
- Did the Fund “achieve’ or ‘improve’ cultural relations?
 - o What was the nature of collaboration between partners?
 - o What was the power balance between partners?
 - o What other aspects of cultural relations manifested themselves in the partnerships?
 - o Who benefited and in what way?

All funded DICE Digital R&D Partners will be part of this research project; your application should include time set aside to participate in research and the community of practice. (See Section 7: Financial Requirements & Restrictions).



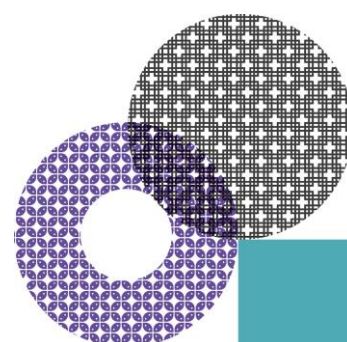
7. Financial Requirements and Restrictions

Budget template

- Organisations will be invited to include a separate budget document outlining their proposed costs for the Digital Experience.
- The combined total budget submitted by both applicant organisations should fall into the range of £7,000 - £15,000.
- The budget form is an Excel spreadsheet called [DICE Digital R&D Fund Budget & Timeline Template for Applicants](#), and is available on the DICE website on the 1st of December. We will then ask you to upload this form to the Application Portal. (see Section 8).
- The British Council Bookkeeping Rates for all country currencies will be available in the budget template. Please provide the breakdown of budget in your local currency and then convert the total in GBP. All budgets will be locked based on bookkeeping rates of December 2020 and payments to successful applicants will be made based on the same throughout the project.

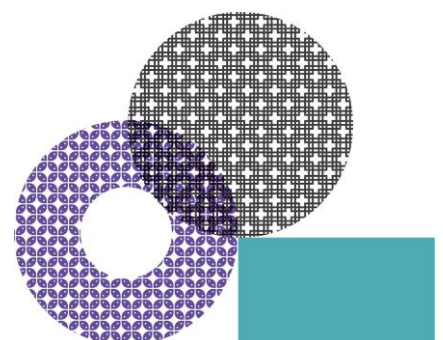
Items to include in your budget

- When providing the cost breakdown, please **include** the following:
 - overheads (no more than 5% of your total budget)
 - contingency (set at 5% of your total budget)
 - 3 days for both partners (6 days in total) to participate in the community of practice, research, and monitoring and evaluation
 - costs of interpretation/translation if your project intends to cater to ethnically or geographically diverse audiences within, or across, the DICE countries
- Any purchase of assets through this grant will be evaluated on a case-by-case basis.
- When providing the cost breakdown please mention any matched and/or in-kind support (this is not a requirement of for applying and will not be prioritised as such).



Access and inclusion

- When providing the cost breakdown, please mention clearly in the notes column any costs that relate to providing greater accessibility and inclusion. Under such circumstances, it may be permissible for the cost of providing such accessibility to push the budget above the £15,000 ceiling, but this will be assessed and approved on a case-by-case basis.
- These additional costs are to ensure people with disabilities are able to participate fully; and/or for those who do not have digital infrastructure/resource to be able to take part (e.g. internet access or mobile phones).



8. How to Apply

The application will be available and go live on the [British Council Grant Management Portal](#) on Tuesday, 1 December at 10.00 GMT and will remain open until Tuesday, 15 December, 23:59 GMT. No late submissions will be considered.

We will provide step-by-step guidance on how to register to use the portal; and on how to complete the application online forms on 1st December.

In addition to a written narrative we will also be seeking

- a budget breakdown (we will provide a template) and
- a short video (3 minutes) of you and your partner explaining your proposed project. Exact details of this video requirement will be made available on 1st December.

To confirm – the detail below is *not* the application form and *we will not* be seeking applications in Word or PDF form. **Applications can only be submitted via the portal**, open from 1 – 15 December 2020.

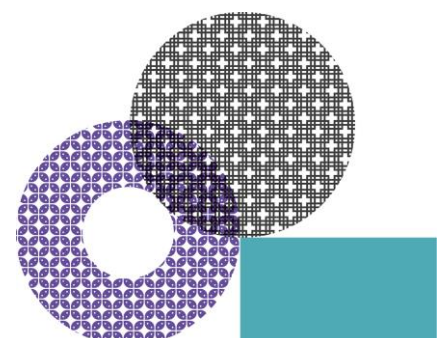
Application Questions

As you develop your ideas, we thought to share here the information we will be seeking in the application form.

On your collaboration

At the heart of the Digital R&D Fund is a strong dynamic partnership. We will aim to understand how your partnership with your Digital Partner will develop.

- How did you meet your partner?
- Have you worked together previously?
- How will your collaboration strengthen and develop each partners' core businesses?
- What is the greatest risk you see in your collaboration for this fund and how will this be mitigated?
- What excites you most about the Community of Practice we will be establishing as part of the Fund? What do you hope to learn from this digital partnership?



Questions on your proposed digital experience

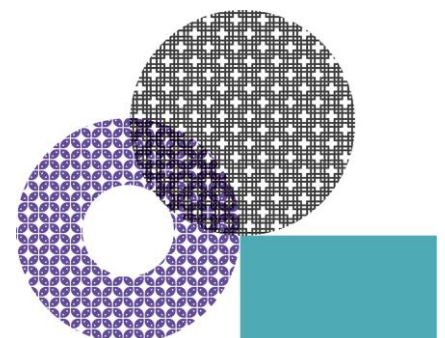
We would like to understand why you are applying to the DICE Digital R&D Fund – what inspires you about the Fund, and why the experience you are proposing is inspired and important. We will seek to understand:

- What is the digital experience?
- Why is this contribution important to developing a more inclusive and creative economy?
- Does the digital experience relate to your existing work and if so, how?
- What results do you hope to see from the digital experience? (and how will your proposed experience contribute to the DICE vision?)
- How will your proposed experience encapsulate DICE's core principles and values?

Questions on your project delivery

We will seek to understand the activities you are proposing, more about your target audience, and what success looks like.

- What are the key activities you will undertake using the funding?
- What is the content you hope to deliver through the proposed digital experience?
- Which digital platforms will be used to conduct your activities? Note: these must be secure platforms
- Who is your target audience?
- What is the profile of participants you aim to reach?
- Where are they based (country and if known geographical area within each country)?
- How many participants do you expect to reach?
- How will you recruit participants to take part in your digital experience?



- How will you be considering gender equality, the inclusion of disabled people, youth and/or other groups typically excluded as part of the design of the experience?
- What will be your approach for working with targeted participants?
- What will be the role of the target audience in collaborating in the design and implementation of this project?
- What results are you hoping for?
- What does success look like?
- How could you capture the perspectives and views from your target audience on their experiences from participating in the digital experience?

Questions on risks

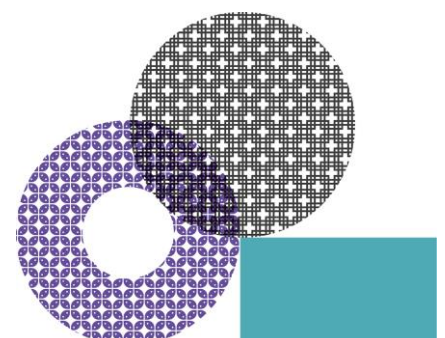
We will seek to understand the risks you anticipate in delivering this project and how you intend to mitigate these.

Budget

We will be seeking a detailed cost breakdown of your project. Grants are available from £7,000 - £15,000 with the aim of creating a diverse portfolio of 20 partnerships/projects across the six DICE countries. *The budget must be detailed on a budget form ([DICE Digital R&D Fund Budget & Timeline Template for Applicants](#)), which is available for download from the [DICE Digital R&D Fund webpage](#). You must complete that form and submit it with your application on the [British Council Grant Management Portal](#).*

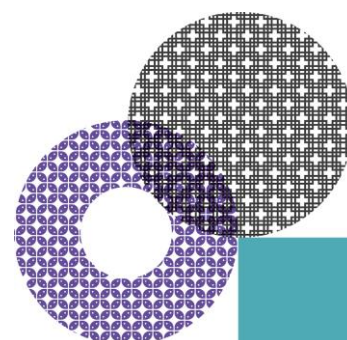
Team profile

We would like to understand your proposed team profile. We will also seek general information about your organisation leadership team and profile.



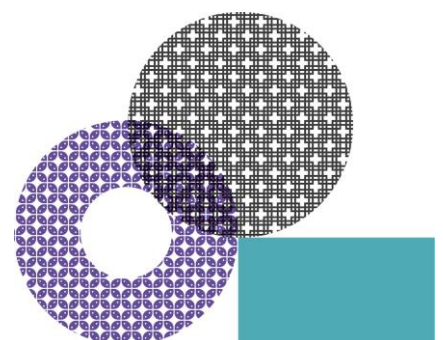
9. Partnership Guidance

- The British Council will sign two contracts for each Partnership, one with each organisation – except in the case of a partnership with Brazil. Please see note below, ‘Additional note for Brazilian Applicants.’
- Both Applicant 1 and Applicant 2 will be expected to fill out the grant application jointly on the [British Council Grant Management Portal](#).
- Both Applicant 1 and Applicant 2 must be registered organisations in one of the six DICE countries (as mentioned in the brief above).
- Both Applicants 1 and 2 are responsible for agreeing roles and responsibilities keeping the spirit of collaboration at the heart of this partnership.
- Both Applicants 1 and 2 are responsible for agreeing a cost split between both organisations and for detailing this clearly in the application budget. The British Council encourages an even split, allowing both partners to be equally involved in the experience.
- Upon selection, both participants will be expected to share with the British Council the following documents within 5-7 days of receiving the decision:
 - company registration document(s)
 - confirmatory and creditworthiness letters from the bank
 - tax clearance certificate
 - last two years audited financial statements, including income statement, a balance sheet, cashflow statement and an audit opinion. If the most recently available audited financial statements are dated more than six months ago it may be useful to obtain draft annual financial statements or management accounts
 - recent financial and accompanying narrative report for a previously managed donor funded programme (if available)
 - letter of reference from at least two clients for whom you have provided services (relevant to this fund) in the past
 - corporate profile with list of past and present clients
 - Proof of residence – reflecting physical address not postal address. This should not be more than three months old
- British Council General Data Protection Regulation (GDPR), intellectual property, finance, monitoring and evaluation and online safeguarding will apply to all contracted partners. These issues will also be reviewed at the inception meeting for all successful partners in early 2021.



Additional note for Brazilian applicants

- Because of certain legal requirements in some instances, we may require that applicant organisations from Brazil be subcontracted by their digital partner instead of being contracted directly by the British Council. *Please note, the essence of these partnerships will remain the same. These will be reviewed on a case by case basis.*
- The contracted partner and the Brazilian partner must enter a legally binding contract.
- As above, British Council GDPR, intellectual property, finance, monitoring and evaluation, online safeguarding, etc. will apply to both the contracted partner *and the Brazilian partner organisation.*



10. Assessment Criteria

Every grant proposal submitted to the DICE Digital R&D Fund will be assessed according to the criteria outlined below, which are aligned with the sections designated in the Fund application. The number adjacent to the title of each section below indicates the weighting allocated to this section. In order to determine the score, assessors from the DICE countries will consider the following questions.

Criteria and weighting

Section 1 - Organisation Details (10%)

- Do the partner organisations have demonstrated track records and commitment to working toward DICE priorities, including the SDGs?
- Do the partner organisations demonstrate inclusive leadership and employment practices? (Women, Disabled People, Youth and other DICE priority groups)

Section 2 - Collaboration (15%)

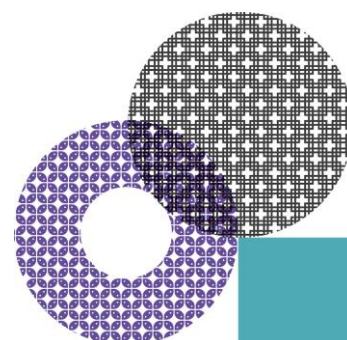
- Do the applicants propose a viable partnership?
- Do the applicants articulate a clear interest in participating in the Community of Practice?
- Do the applicants identify the most significant risk to their collaboration and how best to mitigate this?

Section 3- Vision and Rationale (15%)

- Is there a need for the proposed Digital Experience?
- Have the applicants articulated clearly how they will contribute to strengthening and enhancing the economic livelihood for DICE priority groups?
- Does the proposed experience encapsulate DICE's core principles and values?

Section 4 – The Digital Experience (15%)

- Are the activities proposed as part of the Digital Experience realistic and compelling?
- Will the Digital Experience reach DICE priority groups (through proposed outreach, recruitment and the design and deliver of the activity itself)?



Section 5 - The Risks (5%)

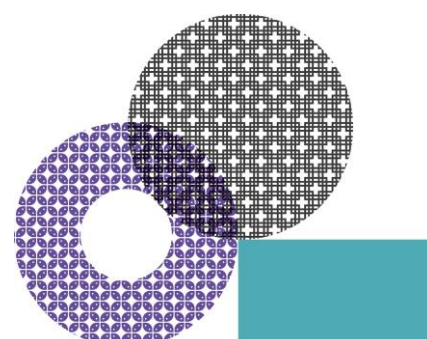
- Have the applicants articulated thoroughly the risks and potential mitigation strategies for them?

Section 6 – Budget (35%)

- Does this section set out clearly and comprehensively the costs which will be associated with this partnership? Is the budget reasonable?
- Do these represent commitment and value for money?
- Is the budget realistic given the programme plan?
- Does the budget leverage other income sources?
- Are the staff days and associated costs reasonable?

Section 7 – Team (5%)

- Is the designated team well-placed to carry out the project plan?



11. Key Dates

Tuesday, 1 December 2020, 10.00 GMT

Application portal opens

Global Gathering – *Hope, Healing & Action: Conversations with Creatives & Entrepreneurs* -
An opportunity to watch DICE in action. [Register here.](#)

11.30 – 13.00 GMT DICE

Wednesday, 2 December 2020

DICE Digital R&D Fund Briefing Sessions

Session 1: 10.00 GMT

Session 2: 14.00 GMT

Register here: bit.ly/DICEDigitalBriefing

Please note: These sessions will be recorded and made available on the DICE Digital R&D Fund website.

Thursday, 3 December 2020

Matchmaking Session 1

11.00am GMT – Please note: This time is set due to time zones ranging from Brazil to Indonesia

Register here: bit.ly/DICEMatchmaking1

Clarification Questions published.

Friday, 4 December 2020

Matchmaking Session 2

11.00am GMT – Please note: This time is set due to time zones ranging from Brazil to Indonesia

Register here: bit.ly/DICEMatchmaking2

Monday, 7 December 2020

Daily Drop-in Clinic

11.00-12.00 GMT

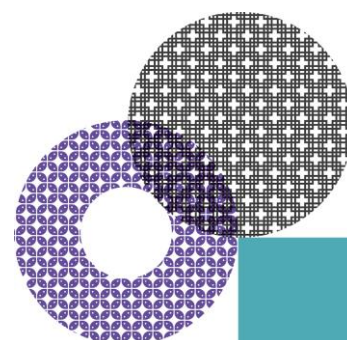
Click here to join: bit.ly/DICEDrop-inClinics

Tuesday, 8 December 2020

Daily Drop-in Clinic

11.00-12.00 GMT

Click here to join: bit.ly/DICEDrop-inClinics



Tuesday, 8 December 2020

Matchmaking Session 3

11.00am GMT – Please note: This time is set due to time zones ranging from Brazil to Indonesia

Register here: bit.ly/DICEMatchmaking-3**Wednesday, 9 December 2020**

Daily Drop-in Clinic

11.00-12.00 GMT

Click here to join: bit.ly/DICEDrop-inClinics**Thursday, 10 December 2020**

Daily Drop-in Clinic

11.00-12.00 GMT

Click here to join: bit.ly/DICEDrop-inClinics**Friday, 11 December 2020**

Daily Drop-in Clinic

11.00-12.00 GMT

Click here to join: bit.ly/DICEDrop-inClinics**Monday, 14 December 2020**

Daily Drop-in Clinic

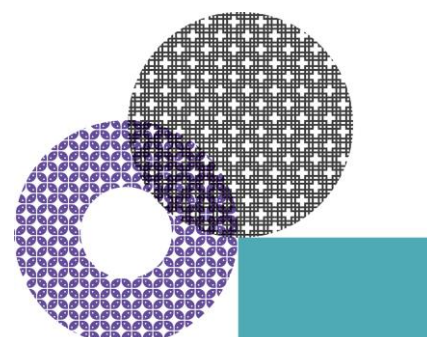
11.00-12.00 GMT

Click here to join: bit.ly/DICEDrop-inClinics**Tuesday, 15 December 2020, 23:59 GMT**

Application closes

w/c 18 January 2021

Decisions Announced



12. Privacy Notice

The British Council is the data controller of the information that you provide as part of your participation in the Developing Inclusive and Creative Economies (DICE) programme; this includes as part of your application to the DICE Digital R&D Fund. This means that the British Council is responsible for determining how your information is collected and used. The legal basis for collecting your data is:

- that the processing is necessary for the performance of a contract – our agreement outlined in the DICE Digital R&D Fund Terms and Conditions;
- that processing is necessary for the legitimate interests of the British Council. Specifically, for monitoring and enhancing performance of our processes and offers

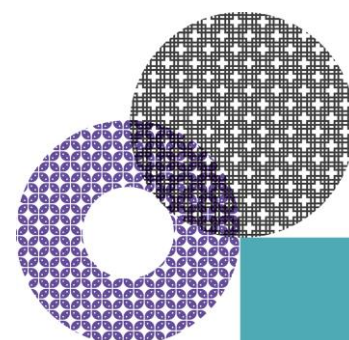
Other than for the purposes mentioned herein, your personal data will not be shared outside the British Council without your explicit permission.

In order to achieve the necessary purposes outlined above, your personal information may be securely transferred and/or stored in the following locations: Brazil, Egypt, Indonesia, Pakistan, South Africa and the United Kingdom.

The British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards. 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.

In some situations, you have the right to require us to restrict the processing of your personal information. You can require us to restrict processing in the following circumstances:

1. We are processing your personal data unlawfully and you do not want us to delete the information but restrict it instead.
2. You are concerned that the information we hold about you is inaccurate. You can ask us to restrict the information until we are able to determine whether the information is accurate or inaccurate.
3. We no longer need the information for the purposes for which we collected it, but they are needed by you for the establishment, exercise or defence of legal claims.
4. You have objected to the processing (see below) and we need to decide whether the legitimate interests under which we have to process the information override your fundamental rights.
5. You think we are processing your personal information unlawfully, but do not want the information deleted.
6. You have the right to object to our processing your personal information for the following purposes;
 - Processing for the purposes of direct marketing;



- Processing for the purposes of automated decision making and/or individual profiling.

In certain circumstances you have the right to require that British Council securely deletes or destroys your personal information (the 'right to be forgotten').

In certain circumstances you also have the right to data portability, that is the right to request and receive a copy of your information in a structured, commonly-used and machine-readable format, along with the right to ask us to send that information to another organisation.

In order to exercise any of your rights under the Data Protection Act 2018 / GDPR, please contact us at IGDisclosures@britishcouncil.org.

For further detailed information on how we process personal information, please refer to the privacy section of our website, www.BritishCouncil.org/privacy-cookies/data-protection or contact your local British Council office.

If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.

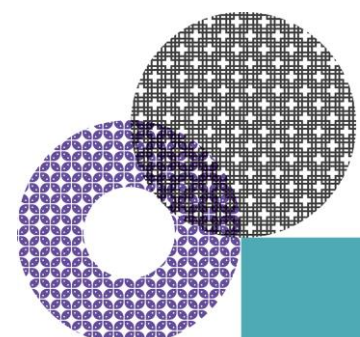
Complaints about how we process your personal information can be considered by the UK data protection regulator, the Information Commissioner's Office (ICO). The ICO can be contacted using the following details:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
UNITED KINGDOM
Website: www.ico.org.uk
Email: casework@ico.org.uk

If you live in a country or territory located in the European Union (EU) or European Economic Area (EEA), and you think that some, or all, of the issues you are concerned about have taken place in your country of residence, you can complain to your national data protection regulator. For contact details of national data protection regulators in the EU and EEA, please refer to the European Data Protection Board website .

For further detailed information on how we process personal information, please refer to the privacy section of our website, www.BritishCouncil.org/privacy-cookies/data-protection or contact your local British Council office.

We will keep your information for a period of seven years from the date of your last activity in the DICE programme.



13. Contacts & Clarification Questions

If you have any questions not answered in the above documentation, please contact DICEteam@britishcouncil.org.

We will aggregate all questions that we receive at the above email address and in drop-in clinics by Tuesday, 8 December and share these on our website on Thursday, 10 December. As we expect considerable demand, please note that after Tuesday, 8 December we will be able to respond within four working days.

