# Country Selection

## Welcome to the Researcher Links Travel Grants Application

**Researcher Links Travel Grants** provide financial support for Early Career Researchers to undertake an international research placement to strengthen links for future collaboration, build research capacity in developing economies, and enhance the researcher's career opportunities.

Please select which country you are applying from

Please select your partner country

# Instructions

## Welcome to the Researcher Links Travel Grants Application

**Researcher Links Travel Grants** provide financial support for Early Career Researchers to undertake an international research placement to strengthen links for future collaboration, build research capacity in developing economies, and enhance the researcher's career opportunities.

These grants are funded under the **Newton Fund**, a UK Government initiative funded by the Department of Business, Energy and Industrial Strategy, together with partner funders from Newton Fund countries. The Fund aims to promote the economic development and welfare of either the partner countries or, through working with the partner country, to address the problems of low-income and vulnerable populations.

### Before completing this application please read the Travel Grant Guidelines for full details on eligibility and participating partner countries as well as important information to help you complete a strong application.

**Instructions on how to fill out the form**

This application form can be saved at any time before completing or submitting it. In order to save the form and complete it later, click on the 'Save' button at the top or bottom of the page. The form is also automatically saved as you navigate through the pages.

Your application ID is shown below. Please use this ID in all correspondence with British Council.

Application ID

## Contact

If you have any queries about this call or if you encounter any technical issues with the online application please contact the Researcher Links Team:

[UK-ResearcherLinks@britishcouncil.org](mailto:UK-ResearcherLinks@britishcouncil.org) Please specify that your query relates to the Researcher Links Travel Grants call.

## Deadline for submission

16:00 (UK time) **12 June 2020**

We look forward to receiving your Application. UK Researcher Links Team

## How we use your information

The British Council will use the information that you provide for the purposes of processing your application, making any awards, monitoring and review of any grants. We may share all application data with UK Research and Innovation (UKRI), the Academy of Medical Sciences, the British Academy, the Royal Academy of Engineering, the Royal Society and with our funding partners in the partner country in order to assist with management of the application process. We will share anonymised aggregated information with the UK Department for Business, Energy and Industrial Strategy (BEIS). Any decisions on successful grants will be made in collaboration with them.

The British Council comply with the General Data Protection Regulations 2016/679 (EU) GDPR). We process and handle personal information according to these regulations.

The personal information that you provide on this form will only be used for the processing of your application. The information will be viewed by British Council and those who are part of the decision-making process. Your information will not be used/shared beyond the partners listed above for any other purpose without your specific consent. British Council reserve the right to publish and share anonymized aggregated information with stakeholders.

Organisation details, where collected, are used for monitoring and evaluation and statistical purposes. Gender information and country of origin, where collected, is used solely for statistical purposes. If we need to contact you, we will do so using the contact details you have provided.

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

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

# Summary Details

Name and title

Country of origin

Applicants home institution [If not a UK institution, please select the 'other' tick box and enter the full legal name of the institution]

Country of destination

Host Institution for your visit [If not a UK institution, please select the 'other' tick box and enter the full legal name of the institution]

What is the title of the research that you will conduct? [No more than 200 characters]

Start Date: (Please ensure the date is within the specified activity period in the Guidelines)

Duration (weeks)

# The Research Project

Please summarise the activities that you plan to undertake as part of the Travel Grant. Indicate the timeliness and importance of the planned work, and place it in the context of current knowledge. Describe how it relates to your own expertise and experience as well as your own career goals. [No more than 1,000 Characters]

What are the specific objectives of the visit? [No more than 500 characters]

What are the specific deliverables of the visit? [No more than 500 Characters]

What features of the host institution(s) and host scientist(s) make them particularly well-suited to successfully achieve the objectives and deliverables of this programme?

Emphasize any complementary expertise, facilities and academics in your institution and your partner institution that will enhance your area of research. [No more than 1,000 Characters]

Please describe how your home institution will support your visit. [No more than 500 Characters]

What are the main longer term outcomes you are expecting from your visit? Please refer both to outcomes linked to the institutions and research groups involved and to your professional development. [No more than 500 Characters]

Have you previously been involved in any research collaboration with the receiving institution?

# Sustainability and capacity building

Please give a description of how you and your group/department/institution plan to continue the collaboration after your visit, providing information about potential funding sources that might support it. [No more than 1,500 Characters]

Will the collaboration contribute to capacity building within the wider research and innovation landscape in the partner country? We define 'partner country' as the non-UK participating nation. [No more than 1,500 characters]

# Route to development

In the following statement, please outline a plausible route leading from the outcomes of your research to a broader impact for development within a short to medium term timeframe (within 10 years). The statement should focus on potential tangible impacts in the partner country and should relate to this project and not be general.

Please identify relevant stakeholders and potential users of the research in the partner country and describe any existing engagement with them. [No more than 2,000 characters.]

Please outline how you intend to engage with the groups described above in order to maximise the potential of your research to have a positive impact, during the lifetime of the grant and thereafter

# Gender Equality Statement

Please provide a Gender Equality Statement. This statement must outline how you have taken meaningful yet proportionate consideration as to how the project will contribute to reducing gender inequalities, as required under the International Development (Gender Equality) Act. Please address the following five areas/questions in regard to the project, the project team (if applicable), and the outputs from the research:

* 1. Have measures been put in place to ensure equal and meaningful opportunities for people of different genders to be involved throughout the project? This includes the development of the project, the participants of the research and innovation, and the beneficiaries of the research and innovation.
  2. The expected impact of the project (benefits and losses) on people of different genders, both throughout the project and beyond.
  3. The impact on the relations between people of different genders and people of the same gender. For example, changing roles and responsibilities in households, society, economy, politics, power, etc.
  4. How will any risks and unintended negative consequences on gender equality be avoided or mitigated against, and monitored?
  5. Are there any relevant outcomes and outputs being measured, with data disaggregated by age and gender (where disclosed)?

# Applicant

Title

First Name

Last Name

Work telephone number

Work email address

Gender

Education History (including your highest academic qualification) [No more than 500 characters]

Do you hold a PhD?

If you had a career break, please provide information on this.

Employment history [No more than 500 characters]

Do you currently have a research or academic post (permanent or fixed-term) or fellowship (excluding visiting or honorary fellowships) at the institution that is supporting this application (i.e. the home institution)?

Will you return to your home institution in a research capacity for at least 6 months after the end of your visit?

Academic track record (including relevant research expertise, publications, awards and funding)

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

Have you, your group or your department previously submitted any Researcher Links or Institutional Links applications that were not funded?

Have you, your group or your department received Newton funding that was not administered by the British Council? Please note - this is for monitoring purposes only and will not affect the outcome of your application.

# Applicants Institution

Department [Please ensure you enter the full legal name]

Institution [If not a UK institution, please select the 'other' tick box and enter the full legal name of the institution]

Non-UK address

Address line 1

Address line 2 Town/city Postcode

UK region (if applicable)

Type of Institution

Contact person for administration. This person will be the contact for the British Council for any administrative enquiries about the travel grant.

First Name

Last Name

Administrative contact e-mail address

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

First Name

Last Name

Email address of Head of Department (or equivalent, see above)

Name of Institution Legal Representative

Email address of Institution Legal Representative

Formal legal description of contracting entity including registered office address

# Host Institution

In this section, please specify the person who will be hosting you (for example, the researcher in whose group you will be based during your visit) and provide details on the host institution, the administrative contact and the person who has the authority to approve this application

Title of your host

First Name

Last Name

Email address of your host

Position of your host

Department

Host institution [If not a UK institution, please select the 'other' tick box and enter the full legal name of the institution]

Non-UK address

Address line 1

Address line 2 Town/city Postcode

Type of Institution

Contact person for administration. This person will be the contact for the British Council for any administrative enquiries about the travel grant.

First Name

Last Name

Administrative contact e-mail address

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

First Name

Last Name

Email address of Head of Department (or equivalent, see above)

# Budget

Please refer to the Guidelines for allowances available for each category, ensuring you do not exceed the maximum allowance limits specified

Applicants are responsible for making their own travel arrangements (including flights, accommodation, travel insurance and visas). Before submitting your budget request, please read the Guidelines for Applicants for general guidance on the budget support that can be requested and the annex for country-specific limits and criteria. Please fill in all fields and enter a zero for cost categories for which no budget support is requested

Duration of visit [In weeks]

Provisional departure date

Provisional return date

Is this intended to be a split visit?

### Please note that the budget costs need to be rounded to the nearest £ value

Insurance cost (£) Consumables cost (£)

Contribution to childcare (£)

Travel Costs (£)

Request for subsistence (£)

A contribution for applicants with special needs can be requested by writing to

[uk-researcherlinks@britishcouncil.org.](mailto:uk-researcherlinks@britishcouncil.org)

Requests will be assessed on a case-by-case basis.

Is a visa required?

Total amount of budget calculated (£)

# Assessment of the proposed travel grant proposal

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

Please select up to 3 specialisms under your selected panel only:

Subject area 1

Subject area 2

Subject area 3 Other

# Further Documents

The statements of support from the two Heads of Department should also include comments on the following questions:

* Why is the research important, especially with respect to the international development impact?
* Why do you want to make contact with this institution?
* How will the link be sustained?

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

Please provide signed letters of support from:

Head of Department (or equivalent) of the UK Institution

Head of Department (or equivalent) of the partner country institution.

Additional documents (combined) where requested in Annex 1 - Country specific requirements of the Guidelines

# Pre-submission confirmation

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

Does the UK Freedom of Information Act apply to your organisation?

Both the applicants and the home institutions have the professional resources, competencies and qualifications necessary to complete the proposed action.

The applicants' home institution is not bankrupt, being wound up, or having their affairs administered by the courts

I confirm the above

The applicants home institution has not entered into an arrangement with creditors or suspended business activities, or have any analogous situation arising from a similar procedure provided for by national legislation or regulations

I confirm the above

Neither the Applicant nor the home institution are guilty of grave professional misconduct proven by any means which the contracting authority can justify

I confirm the above

Neither the Applicant nor the home institutions have been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the British Council and partner organisations' financial interests.

I confirm the above

Neither the Applicant nor the home institution are subject of a conflict of interest during the grant award procedure.

I confirm the above

Once the online application is submitted, applicants will receive a confirmation email containing the application ID number. This reference number should be used in all communications with the British Council. Applicants who have not received an automated email confirmation should contact the British Council at

[UK-ResearcherLinks@britishcouncil.org.](mailto:UK-ResearcherLinks@britishcouncil.org)

# Share Application Form

This application form can optionally be shared and locked before submitting it.

In order to share the form, create a new project using the 'Create Project' button then share the Project using Outreach Workbench.

Use the 'Lock Application Form' / 'Unlock Application Form' button to lock / unlock the application form.

# Submission

The British Council will use the information provided in the application for processing the application, making any consequential award, for the award payment, monitoring, maintenance and review of the award. In order to carry out the selection process for the travel grants, we may also share your information with our national partner organisations. The reason for this is that in countries where we work with partner organisations, the final decision on travel grants will be made in collaboration with them.

Please note that a confirmation email containing your ID application number will be sent to your email address. If you do not receive the email following the submission of this form, sometimes with institutional email addresses, the mail goes to junk mail or Spam. Please check with your IT services to release a mail from [applications@britishcouncil.org](mailto:applications@britishcouncil.org) or [GMT.admin@gmt.britishcouncil.org](mailto:GMT.admin@gmt.britishcouncil.org) . Please add [applications@britishcouncil.org](mailto:applications@britishcouncil.org) [,GMT.admin@gmt.britishcouncil.org](mailto:%2CGMT.admin@gmt.britishcouncil.org) and

[UK-researcherlinks@britishcouncil.org](mailto:UK-researcherlinks@britishcouncil.org) to your safe senders list. If you still cannot find the confirmation mail, contact us: [UK-ResearcherLinks@britishcouncil.org](mailto:UK-ResearcherLinks@britishcouncil.org) within 3 working days from the deadline. Your application ID number should be mentioned in all the communications with the British Council.

Please tick this box to confirm that you are willing for the British Council to share your information with partner organisations for the purpose of this funding application (please note; if you do not agree to this we may not be able to consider your application for funding).

I wish to be contacted about future British Council research opportunities.

The British Council wishes to publish information on successful applications (including the summary provided on the first page of this form) on their website, in promotional materials disseminated through any medium, and in reports and documents. The British Council will not publish personal details on their website or via other media without prior permission.

I agree to information on this form, excluding information about individuals, being put on the British Council website and used in promotional materials.

Your application ID is shown below. Please use this ID in all correspondence with British Council.

Application ID

### After you submit your application you will not be able to edit your application in any way, and you will not be permitted to create a second application. Please also be advised that the UK Researcher Links Team do not have permission to make changes to your application.