

# Delhi University – FAQ document

## Clarity on the purpose of the £30,000 funding?

Q) What items of expenditure does this £30,000 award have to cover? -

**As mentioned in the call document, all expenses beginning from airport transfers i.e when the delegates arrive in the UK to- meals, travel, stay during the course, organizing the course, staff time - till drop to the airport in the UK for the return journey for delegates and one British Council staff- needs to be covered by the university.**

Q) What are the exact financial liabilities of both the £30,000 and the University of Delhi Funding? We ask this question in the context of this statement: *'Confirmation that essential logistics within the UK (including accommodation, airport transfers, meals and local travel within the UK) will be arranged (£30,000 budget to be provided). The University of Delhi will fund course fees, accommodation and living expenses for up to 20 participants and will cover and arrange travel, visa and travel insurance costs for the delegation*

**This meant, the University of Delhi will pay a lumpsum amount of £30,000 to the shortlisted UK university approximately a month in advance to cover all the components as specified in point 1. The travel, logistics, flights, visa and insurance to travel from India to the UK will be covered by University of Delhi.**

Q) Are **international travel days** between India and the UK included in the 7-10 visit duration, or can these international travel days be additional to the count, for example a total of 12 calendar days?

**These are not included in 7 to 10 days, and are additional – we would like the university to curate a minimum of 40 hrs programme**

Q) Would it be helpful to arrange a timeline that enables the Indian delegation to return back to India prior to **Diwali** (1st November 2024)?

**A good question, Diwali begins in India from 30 October onwards to 5 November- these dates can be excluded from your plan.**

Q) What are the **aspired timescales for making a decision** and notifying the successful UK HEI? We ask as this has a bearing on the timing and cost of accommodation and travel bookings, and of course UK visa applications for Indian delegates.:

## **By end August 2024**

Timelines	
Tasks	Period
Proposal submission last date	12 August 2024
Shortlist proposal by evaluation panel by DU	19 August 2024
Review & Finalise the programme by DU officials	31 August 2024
Contract signed between DU and host UKHEI	16 September 2024

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Q) Can we ask about the required **format of the EOI submission please**? Is this a proposal letter with relevant annexes?

**There is no particular format, you could prepare one which outlines the course details, timelines, tentative dates (which would be feasible to your university), any extra curricular programme that you want to inbuilt and then the final total costing.**

Q) Do you have an initial idea on the **composition of the DU delegation**, in terms of faculty versus administrator numbers, and their likely areas of interest and expertise?

**These are senior administrators and faculty, some faculty have teaching responsibilities too. The exact designations will be provided once we close the call and shortlist the university.**

Q) The seat for the **British Council delegate**, could we seek clarification of the funding aspirations for this place. Does this come under the grant award or other?

**Delhi university will cover cost for their 20 delegate, expectation from UK university is to provide one seat complimentary for the British Council delegate as part of the professional development of that delegate accompanying the Delhi university delegation.**