**Strengthening Leadership with Gender Equity, Diversity and Inclusivity (GEDI)**

**in Higher Education Institutions in South East Asia**

**Travel Grant – Application Form**

Please submit the completed application form to sumyatnoe@rihed.seameo.org and cc Chanya.tangsuk@britishcouncil.or.th by [**23:59** **(GMT+7)** **10 October 2024]**. Please note that it is your responsibility to ensure delivery by deadline. Applications will **not be** considered if they are received after the deadline.

**SECTION 1: Introduction**

1. Please confirm you are a UK resident paying taxes in the UK.

[ ]  I confirm the above statement [ ]  I am unable to confirm the above statement

1. Full name, including title, of person leading on this application.

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1. Position/Job Designation within institution.

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1. Gender

[ ]  Female

[ ]  Male

[ ]  Non-Binary

[ ]  Another way

[ ]  Prefer not to say

1. Email

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1. LinkedIn profile (if applicable)

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1. Institution name - responsible for application submission and contract signing (give full legal name)

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1. Institution address

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1. Type of institution

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1. Department/Faculty or School responsible for this application

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1. Name of Head of Department

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1. Name of person with delegated authority within Institution for approving this application.

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1. Do you consider yourself to have any disability?

[ ]  Yes

[ ]  No

[ ]  Prefer not to say

1. Please let us know if you have any access requirements.

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1. Please confirm you are able to participate in the full projects, including:
* In person – Transformative Leadership Workshop, 24-25 October 2024, Bangkok
* Online follow up sessions (Jan 2025, March 2025, April 2025, May 2025, June 2025)
* Online Final Stakeholder Forum, 20-21 August 2025

[ ]  Yes, I will be able to participate in all the activities in the project.

[ ]  No, I will not be able to participate in all the activities in the project.

1. Please confirm you are able to self-fund any costs that are not provided/are above the provided rates as part of the Travel Grant.

[ ]  Yes, I will cover any additional costs above and not provided in the Travel Grant myself.

[ ]  No, I will not be able to cover any additional costs myself.

1. Will you be receiving direct monetary funding from other sources?

[ ]  Yes, please specify amount in GBP\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[ ]  No

1. Will you be receiving any indirect benefit in kind?

[ ]  Yes, please specify value of this benefit. (Specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

[ ]  No

1. Tell us about what you do, and give details of your recent work, practice, projects, and achievements that will help us understand about your work and aims.

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1. Do you have a partnership with an institution in South East Asia?

[ ]  Yes, please specify type of partnership (institution, personal, etc)

(Specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

[ ]  No

1. Have you worked with the British Council before - as a grantee, or project collaborator?

[ ]  Yes, please specify the activity involved in.

(Specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

[ ]  No

1. Have you previously received grants or funding to be part of a delegation or for projects?

[ ]  Yes, please specify the grant(s).

(Specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

[ ]  No

1. Please use the spaces to describe your communication and dissemination plan during and after the project.

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**SECTION 2: Assessment Criteria - Experience (45%) (max 300 words per question)**

1. Please describe how your experience will contribute to advancing gender discussions in higher education, particularly at the management and policy levels. How do you see your role in driving meaningful change and integrating gender perspectives into university policies?

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1. Please elaborate on the motivation and interest that inspired your involvement in advancing GEDI initiatives within your institution.
2. Can you provide an example of a successful project or initiative you have led or been involved in that focused on GEDI? Please describe the project, the challenges you faced, the strategies you employed to overcome them, and the outcomes that were achieved. How did this work contribute to meaningful change, particularly in a policy or institutional context?

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1. Can you share one meaningful change you have implemented at your institution related to GEDI? How do you plan to share this experience and its impact with the participants in this project?

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1. Have you had any experience working with policymakers and higher education institution leaders in South East Asia before? Please elaborate the scope and context.
2. Have you worked with diverse or underrepresented communities before? Describe how your work impacted these communities, particularly in the context of GEDI in higher education.

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1. Do you have research experience or published papers focused on GEDI? If so, please provide details.

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**SECTION 3: Assessment Criteria - Vision and Legacy (25%) (max 300 words per question)**

1. Please explain how relevant this opportunity is to your work and how it will benefit your work and institution in future.

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1. Please give a short outline of how you intend to apply/utilise the learning and experience gained.

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1. Please tell us how you would amplify and share the delegation learnings and experience with your networks and community in the UK.

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**SECTION 4: Assessment Criteria - Collaboration (25%) (max 300 words per question)**

1. Please describe your approach to international collaboration projects, especially for South East Asia.

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1. Please give a description of you/your organisation, highlighting your track record in collaborative/interdisciplinary projects and programmes with international organisations including South East Asia (if relevant), and state why you/your organisation is interested to participate in this programme.

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**SECTION 5: Assessment Criteria – Environment (5%) (max 300 words per question)**

1. What is the expected impact of the proposed project on the climate and environment (both throughout the project and beyond)?

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**SECTION 6: Documents**

* Applicant CV (max 2 pages)
* Letter of support from the home institution from the Head of Department (or equivalent).

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| Pre-submission confirmation \*both THE CONTRACTING AND PARTNERING INSTITUTIONS CONFIRM THE FOLLOWING STATEMENTS: \* |
| Neither the contracting nor partnering Lead Person(s) are, or may be, subject of a conflict of interest during the grant award procedure.[ ]  **I confirm the above statement** [ ]  **I am unable to confirm the above statement** |
| Have you obtained permission to submit this application on behalf of the partnering institutions? [ ]  **No** [ ]  **Yes** |
| Both the contracting and partnering Lead Person(s) and their institutions have the professional resources, competencies and qualifications necessary to complete the proposed action. [ ]  **I confirm the above statement** [ ]  **I am unable to confirm the above statement** |
| Neither the contracting nor partnering Lead institution(s) are bankrupt, being wound up, or having their affairs administered by the courts. [ ]  **I confirm the above statement** [ ]  **I am unable to confirm the above statement** |
| Neither the contracting nor partnering Lead institution(s) have 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 statement** [ ]  **I am unable to confirm the above statement** |
| Neither the contracting nor partnering Lead Person(s) are guilty of grave professional misconduct proven by any means which the contracting authority can justify.[ ]  **I confirm the above statement** [ ]  **I am unable to confirm the above statement** |
| Neither the contracting nor partnering Lead Person(s) 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 or partner organisations' financial interests.[ ]  **I confirm the above statement** [ ]  **I am unable to confirm the above statement** |
| Neither the contracting or partnering Lead Person(s) are guilty of misrepresentation in supplying the information required as a condition for participation in the grant award procedure or of failure to supply this information.[ ]  **I confirm the above statement** [ ]  **I am unable to confirm the above statement** |
| 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.**I confirm that I have read and understood the above notice.** [ ]  **No** [ ]  **Yes** | [ ]  No [ ]  Yes |

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| data protection notice  |
| The British Council will use the information provided in the application for processing the application, making any consequential grant award, for the award payment, monitoring, maintenance, and review of the award.To carry out the selection process for this grant, 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 grants will be made in collaboration with them.British Council complies with data protection law in the UK and laws in other countries that meet internationally acceptable standards.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. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.For detailed information, please refer to the privacy section of our website, [**https://www.britishcouncil.org/privacy-cookies/data-protection**](https://www.britishcouncil.org/privacy-cookies/data-protection) or contact your local British Council office. We will keep your information for a period of 7 years from the time of collection.

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| **I have read and understood the above** [ ]  **No** [ ]  **Yes** |

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| 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). | [ ]  **No** [ ]  **Yes** - I am willing for my information passed on to British Council partner organisations for the purpose of this funding application. |
| 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.  | [ ]  **No** [ ]  **Yes** - I agree to be contacted, should the British Council wish to use my information/gather further information for publications or promotional material |
| The British Council will not publish personal details on their website or via other mediawithout prior permission. | [ ]  **No** [ ]  **Yes** - I agree to my information being included on the British Council website |

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| Submission process note  |
| Please note that a confirmation email will be sent to your email address. If you do not receive the email following the submission of this form, please contact us [within 3 working days from the deadline, otherwise your application will be considered ineligible. |