

Guidance Notes

Invitation for applications

1. On behalf of the Department for Business, Innovation and Skills of the British Government (BIS), Welsh and Scottish Governments and Ministry of Education of P.R. China (MOE), British Council China which operates as the Cultural and Education Section of the British Embassy and the China Scholarship Council are pleased to invite applications for funding to support research partnerships and exchange of PhD students between UK and Chinese institutions.
2. For universities in England, the research partnership funding is available for activities taking place from December 2012 to December 2014. Bids are welcomed for a maximum of £36,000 for each partnership from the British Government. Chinese universities can apply from Ministry of Education a separate fund for this partnership project. The UK government grant, which is accountable, will be paid in three batches in December 2012, May 2013 and May 2014 according to your activity plans provided on the application form. It is strongly recommended that you plan your activities starting from December 2012 and profile your expenditure equally so that you will spend at least £4500 by the end of March 2013; a further £18,000 between April 2013 and end of March 2014; and £13,500 between April 2014 and end December 2014; This will align your planned spend with the British Government's financial years. Please note that the grant is accountable, which means you are required to keep clear financial records for each expenditure and return any under-spent budget to the British Council China at the end of March 2013, March 2014 and March 2015.
3. For universities in Wales and Scotland, the research partnership funding is available for activities taking place from December 2012 to December 2014. Bids are welcomed for a maximum of £36,000 for each partnership from the Welsh or Scottish Governments. Chinese universities can apply from Ministry of Education a separate fund for this partnership project. The Welsh and Scottish government grant, which is accountable, will be paid in three batches in December 2012, May 2013 and May 2014 according to your activity plans provided on the application form. It is strongly recommended that you plan your activities starting from December 2012 and profile your expenditure equally so that you will spend at least £4500 by the end of March 2013; a further £18,000 between April 2013 and end of March 2014; and £13,500 between April 2014 and end December 2014; This will align your planned spend with the Welsh and Scottish Governments' financial years. Please note that the grant is accountable, which means you are required to keep clear financial records for each expenditure and return any under-spent budget to the British Council China at the end of January 2015.

4. Up to 28 partnerships will be funded. BIS will fund 20 partnerships, Scotland 6 and Wales 2. Northern Ireland has decided not to participate.
5. To apply for the research partnership funding please complete the application form which can be downloaded from <http://www.britishcouncil.org.cn> or <http://www.csc.edu.cn>. Please note that Part I of the Application should be jointly written in English by the partner institutions in two countries, co-signed and sent together with the supporting documents to British Council China and China Scholarship Council respectively via email; Part II should be completed by the Chinese partner universities in Chinese and a hard copy should be posted to the China Scholarship Council at the address provided at the end of this document. The deadline for receipt of applications is **10th September 2012**. The announcement of the selection results will be made by 31st October 2012.

Background

6. On 27th October 2011, during the 6th Education Summit in London, China's Minister for Education Yuan Guiren and Secretary of State for Education Michael Gove signed a 3-year UK-China Partners in Education Action Plan to agree education co-operation across four strands, one of which is higher education research partnerships. The PhD Agreement was signed in London on 16th April 2012.
7. It is intended that this *Higher Education Research Partnerships for PhD Studies* programme will increase the number and breadth of higher education partnerships between the UK and China, in emerging academic areas of interest to China and the UK as well as in traditional areas such as science, technology, engineering and mathematics (STEM) and business and finance.
8. This is an opportunity to reach out to institutions specialising in subject areas not covered by current UK-China collaboration. These partnerships will promote activities such as the international mobility of students, PhD researchers and staff through exchanges and short-term research visits, and research collaborations and capacity building. The programme will also encourage engagement with industry and the private sector in supporting these partnerships.
9. Participating universities and institutions will benefit from an enhanced international profile as an outward-looking, technologically advanced institution and will gain access to top-class students and researchers. This will support valuable and cutting edge research and build the groundwork for greater and lasting institutional links and future partnerships, and establish a long lasting personal relationship between individuals.

Mission and objectives

10. The *Sino-UK Higher Education Research Partnership for PhD Studies* aims to promote collaboration between UK and China in joint training of PhD students, in view of long-term and mutually-beneficial university/institution partnerships between the two countries.

Objectives of the programme include:

- Enhance mutual awareness of research strength in higher education institutions of the two countries
- Promote mutual understanding and facilitate partnership in sectors of mutual interest and strength through exchanges between leaders of research teams and researchers.
- Develop joint PhD training mechanisms through exchange of PhD students.

Priority sector

11. The Department for Business, Innovation and Skills of the British Government and Ministry of Education of P.R. China have agreed to support partnerships in the following sectors:

- Energy, resources and environment
- Engineering Sciences
- Life sciences and public health
- Technology, including Biotechnology, Aerospace, Advanced Manufacturing, ICT and high-and-new technology in agriculture
- Urbanization and Urban Development
- Material Science and New Material
- Basic Research and Development
- Humanities and Applied Social Science
- Creative industries
- Digital economy
- Media and communications
- Social Science

Eligibility principles

12. On the UK side applications will be considered from all institutions and research consortia which are strong in research in the agreed sectors except those based in Northern Ireland. On the Chinese side applications will be open to Project 211 universities only. UK institutions can partner with multiple Chinese universities and vice versa.

13. Chinese applicants should comply with the selection rules stated in the official notice of the China Scholarship Council.

Activities supported

14. The Programme will fund two activities – mobility of researchers and exchange of PhD students. **Each research team must include both researchers and PhD students.** Applications without the involvement of students will not be considered.
15. The team must be headed by a professor and include up to 3 researchers and up to 3 PhD students. The total number of each partnership is up to 12, 6 from each side. In cases where in a team there is one researcher and 5 students, the researcher will have to decide which 3 students will participate as the programme will only fund 4 people, 1 researcher plus 3 students.
16. Chinese researchers and students must have a good command of English. Although they are not required to take English language test, their partner in the UK must be confident that they are able to deliver their project in English.

Funding arrangements

17. Mobility grants for researchers

- Mobility grants will allow the UK and the Chinese researchers to visit one another to develop their partnership and related research proposals.
- Each Chinese researcher can visit the partner institution once for a period between 1 month and 3 months. Once the application is approved, any change of Chinese researchers will not be allowed. These restrictions apply to the Chinese side only, whereas the UK researchers can be more flexible. UK institutions need to agree their plans with their partner institutions.
- It is suggested that researchers should schedule their visits when their PhD students are studying in the partner institution.
- Relevant costs incurred by the researchers under this partnership project will be covered by their sending government, i.e. part of the grant of 36,000GBP from the British Government will cover the costs of returning international airfares (economy class), accommodation, subsistence and local travel of the British researchers. Any other costs have to be met by the researchers or their universities. See below for a summary of which expenditures will be covered by each government.

18. Exchange of PhD students

- To conform to the rules and regulations of the Chinese side, each student can visit the partner institution once for a period between 3 months and 12 months. The total number is 24 person/months from each side of the partnership. For example, if there are 3 Chinese students, splitting equally, each can spend 8 months in the UK. If the

first 2 students spend 6 months each, then the 3rd student can visit for 12 months.

- Once the application is approved, any change of the named UK and Chinese students will not be allowed. Named individuals must be provided in the application form.
- Visa fee and international airfares incurred by PhD students will be met within the grant of this partnership project from their sending government.
- Host institutions are expected to waive any bench fees as part of their contribution to the partnership.
- Part of the grant of £36,000 from the UK Government will cover Chinese students' one-off arrival allowance of £550 and a monthly stipend of £1091 in London and £882 outside London (to cover meals, accommodation and domestic travel, etc.).
- UK students will be awarded Chinese government funded scholarship and should comply with the registration rules stated in the official notice sent by the China Scholarship Council to Chinese universities. Please check with the Chinese partner universities for details.
- The Chinese Government will pay UK students a monthly stipend of 2000 RMB, comprehensive medical care insurance for Chinese Government Scholarship holders, and a one-off arrival allowance (1000 RMB for those who stay for less than one academic year and 1500 RMB for those who stay for more than one academic year).
- Accommodation for the UK PhD students will be provided by the Chinese host university. UK PhD students will be exempt from accommodation fees, tuition fees, experiment fees and basic teaching material costs. Costs beyond the above arrangements will be born by the students themselves.
- UK Institutions should assist the Chinese partner PhD students in opening bank accounts and securing accommodation in the UK when necessary.

19. To summarise, funding from the British Government will cover the following items:

- Mobility grants for researchers:
 - UK researchers' visa fee to China
 - UK researchers' returning airfares (economy class)
 - UK researchers' accommodation in China
 - UK researchers' subsistence in China
 - UK researchers' local travel in China

- Exchange of PhD students:
 - UK students' visa fees to China
 - UK students' returning airfares (economy class)
 - Chinese students' arrival allowance in the UK
 - Chinese students' stipend in the UK

20. Funding from the Chinese Government will cover the following items:

- Mobility grants for researchers:
 - Chinese researchers' visa fee to the UK
 - Chinese researchers' returning airfares (economy class)
 - Chinese researchers' accommodation in the UK
 - Chinese researchers' subsistence in the UK
 - Chinese researchers' local travel in the UK

- Exchange of PhD students:
 - Chinese students' visa fees to the UK
 - Chinese students' returning airfares (economy class)
 - UK students' arrival allowance in China
 - UK students' stipend in China

Evaluation criteria

21. Each applicant should ensure their applications meet the criteria set out below. The principles underlying the assessment of applications will be:

- All questions on the Application Form are answered;
- The overall project objectives and anticipated outcomes are clearly defined;
- The activities are planned to deliver the outcomes in the most effective way;
- The extent to which the project will contribute towards developing a long term sustainable partnership between UK and Chinese universities;
- The quality of the research collaboration proposed, the researchers and the institutions involved.
- The finance is well planned in line with the above guidance.

Evaluation process

22. On behalf of BIS, Welsh and Scottish Governments and MOE the British Council China and China Scholarship Council will evaluate applications they receive to eliminate technically ineligible ones and draw up a prioritised list of proposals for further evaluation at a selection panel.

23. A selection panel will be made up by experts from both countries. They will meet via video conference.

24. BIS, Welsh and Scottish Governments and MOE will review the recommendations made by the panel. Decisions made by BIS, Welsh and Scottish Governments and MOE will be final.

Contracting and Financial Arrangements

25. The grant letter for each partnership will be signed between the British Council China and the UK research team leader. The team leader will be responsible for:

- a. Provision of financial accounts to detail how the UK Government funds have been spent over the reporting periods to end March 2013, end March 2014 and end March 2015 to be supplied within 1 month of these period ends.
- b. Alerting the British Council China to any substantive changes in the partnership that will impact on project outcomes.

Reporting and Monitoring

26. Each partnership will submit three joint reports, detailing project progress and financial accounts, to the British Council China and China Scholarship Council respectively by 30th April 2013, 30th April 2014 and 31st January 2015. Allocation of funding for year two and three is subject to progress made in year one and two and submission of the reports.

Contact points

Ms Yvonne Yang

Projects Officer

Cultural and Education Section of the British Consulate-General

Unit 2018-19| 20/F The Center

989 Changle Road, Shanghai 200031 China

Tel: +86 21 6192 2626 x 215 | Fax: +86 21 6192 2121

Email: yvonne.yang@britishcouncil.org.cn

上海市长乐路 989 号世纪商贸广场 20 楼 2018-19 室英国驻上海总领事馆文化教育处

教育官员：杨幼玲女士

电话：+86 (21) 6192 2626 转 215

传真：+86 (21) 6192 2121

电子邮件： yvonne.yang@britishcouncil.org.cn

Ms. Sun Lulu

Project Officer

Division of European, Asian & African Affairs

China Scholarship Council

Level 13, Building A3, Five Buildings, No.9 Chegongzhuang Avenue,
Beijing 100044, P. R. China

Tel: +86-(0)10 6609 3934

Fax: +86-(0)10 6609 3929

Email: lsun@csc.edu.cn

北京西城区车公庄大街 9 号五栋大楼 A3 楼 13 层中国国家留学基金管理委员会欧亚非事务部 100044

项目官员: 孙露露女士

电话: +86-(0)10 6609 3934

传真: +86-(0)10 6609 3929

电子邮件: : lsun@csc.edu.cn

Partners involved include:



Llywodraeth Cymru
Welsh Government



英国大使馆文化教育处

