ISPF International Research Empowerment Programme Guidelines for Applicants

July 2024 Version 1.0

Countries/Territories included in this call are:

Malaysia, Thailand, Turkey, Vietnam

Call opens: 26 July 2024

Call closes: 06 October 2024, 12.00 mid-day UK time

Funding available:

A total of £1.5 million in a total of 4 countries/territories for UK institutions. See Appendix 1 for more information. Collaborations should include one Project Leader from the UK and one Project Leader from the partner country/territory. We will allow only one application per Project Leader, from either country.

Assessment Process:

- Eligibility checking

- Review by external experts

- Moderation Panel to determine final funding decisions

Indicative Timeline

Activity	Date
Call opens	26 July 2024
Deadline for applications	06 October 2024, 12:00 mid-day UK Time
Review panels	November 2024
Outcome of selection	January 2025
Project start dates:	March 2025

Contact: ISPF-IREP@britishcouncil.org

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1. Background

1.1 Overview of the funding opportunity

International Research Empowerment Programme (IREP) grants are aimed to foster international collaboration, knowledge exchange, inclusion, and capacity building within the global research community.

This call is supported by the UK's International Science Partnerships Fund managed by the Department for Science, Innovation and Technology. Funding for this call is funded by the UK's Official Development Assistance (ODA), therefore **all applications for this funding must be ODA-eligible**.

Unlike traditional research funding initiatives, IREP is not aimed at funding research programmes; rather, it serves as a catalyst for enhancing and enabling better global research and collaboration environment. With a primary focus on capacity strengthening, IREP seeks to empower researchers, research managers, and institutions to forge impactful partnerships, facilitate dialogue, and drive inclusive research and innovation across borders. Through targeted initiatives and strategic priorities, it aims to strengthen the foundations of global research ecosystems and cultivate a culture of inclusion, collaboration, and excellence.

IREP is designed to be flexible and responsive to in-country/territory needs, allowing applicants to establish collaborations on specific areas linked to country priorities and development needs, and to bring in relevant private and third sector partners, including small and medium enterprises (SMEs), nongovernmental organisations (NGOs), technology transfer offices, and other not-for-profit organisations.

Grants typically range from £50,000 to £80,000 for up to 18 months in duration, dependent on the country (see Appendix 1 for country/territory specific limits).

For best fit to the local context, priority areas, specific research and innovation challenges and additional application requirements have been set at a country/territory level through discussion with national stakeholders. **Please refer to Appendix 1 for country specific guidance before you prepare your proposal**. Proposals which do not follow the country/territory specific guidance cannot be considered for funding.

1.2 The International Science Partnerships Fund

The International Science Partnerships Fund (ISPF) is designed to enable potential and foster prosperity. It puts research and innovation at the heart of our international relationships, supporting UK researchers and innovators to work with peers around the world on the major themes of our time. It is managed by the Department for Science, Innovation and Technology. Delivered by a consortium of the UK's leading research and innovation bodies including British Academy, British Council, Met Office, National Physical Laboratory, Royal Academy of Engineering, Royal Society, UK Research and Innovation, UK Atomic Energy Authority and Universities UK International.

For more information: https://www.gov.uk/government/publications/international-science-partnerships-fund-ispf/international-science-partnerships-fund-ispf

1.3 Purpose and Scope

Aligning with the British Council's mission to connect the UK with international partners through meaningful people-to-people connections, building trust, and fostering understanding across borders, IREP aims to address several critical objectives within the realm of international research collaboration through capacity strengthening. This programme is designed to:

- **Enhance Global Research Collaboration through Capacity Strengthening**: IREP aims to transform global research by fostering international collaborations and strengthening the capacity of individuals and institutions. By exchange best practices and forming strategic partnerships, IREP enhances the ability of researcher, research managers, and institutions to address common challenges and excel in a complex global research landscape.
- **Promote Equality, Diversity, and Inclusion in International Research Endeavours**: IREP is dedicated to promoting equality, diversity, and inclusion in international research endeavours. By supporting initiatives that promote participation and representation from diverse backgrounds, IREP strives to create an inclusive research environment where all voices are heard, valued, and respected.
- **Foster Awareness, Policy and Societal Impact**: IREP endeavours to create opportunities for researchers and institutions to engage with communities, policymakers, and stakeholders. Through effective communication and collaboration, IREP is aimed at funding activities that can ensure that research findings are accessible and translated into policies and practices that address societal needs and contribute to positive societal impact.

Grants under IREP will fund activities and initiative under the ISPF theme 'Tomorrow's Talent', with priorities set with partner countries and territories at call design. In alignment with its objectives, IREP emphasises following key priorities that guide its activities and initiatives:

- **Priority 1: Forster Better Engagement and Management Practices in International Research Collaboration.**
  - o Proposals are encouraged to enhance the global research collaboration by facilitating knowledge exchange of best practices, promoting better engagement and management in international research collaboration. Activities may include but are not limited to organising workshops, webinars, or conferences where researchers and research office staff can discuss best practices, share experiences, and develop strategies for effective international research collaboration with a focus on ethical research practices, transparency, accountability, and due diligence ensuring data integrity, intellectual property management, respect for human subjects, and adherence to ethical standards throughout the research process.
- **Priority 2: Support Equality, Diversity, and Inclusion in International Research Endeavours.**
  - o Proposals are encouraged to actively support equality, diversity, and inclusion in international research endeavours. This may involve implementing measures to ensure equitable access to opportunities, resources, and support for researchers from underrepresented backgrounds. For example, funding may be allocated to support initiatives that promote gender equality in research, or address barriers faced by researchers.
- **Priority 3: Promote Capacity Strengthening and Knowledge Exchange in Interdisciplinary Research.**

- o Proposals are encouraged to support initiatives that promote capacity building in interdisciplinary research. This could involve supporting interdisciplinary research training, workshops, or mentorship initiatives aimed at fostering collaboration between researchers from different disciplines. Additionally, funding may be allocated to support the development of interdisciplinary research networks where researchers can share expertise and collaborate on innovative projects to address complex challenges.
- **Priority 4: Create Opportunities for Researchers and Institutions to Engage with Communities, Policymakers, and Translate Research into Societal Benefits.**
  - o Proposals that focus on creating opportunities for universities and institutions in the UK and partner countries to engage with communities, policymakers, and translate research into societal benefits, are encouraged. Activities may include organising public engagement events, community outreach programmes, or policy briefings to ensure that research findings are accessible and relevant to diverse audiences.

When designing your proposal, you should consider how best to address the priority set for the country or territory that you will be partnering with (as specified in **Appendix 1**), and how to empower early career professionals/researchers to promote their individual development and, more generally, to build institutional capacity and capability, especially in the partner country/territory.

IREP grants can cover costs which support to achieve these objectives, including human resources costs; travel costs associated with exchange of researchers, students and staff from and to partner countries/terrorises; the costs of organising meetings, seminars, and training; and other activities to establish and strengthen collaborative links.

Applicants can request a grant contribution for tackling barriers to participation, diversity, and inclusion. Examples of costs that can be covered include but are not limited to additional childcare costs, measures to support the participation of researchers and team members with disabilities. Such requests should be clearly marked in the budget form under Exceptions and should be supported by justifications submitted separately by email to: ISPF-IREP@britishcouncil.org

2. Eligibility
Applicants must read the following eligibility requirements carefully. Applications must fulfil all requirements to be considered eligible for further review.

2.1 General Eligibility

Proposals must fulfil the following criteria to be eligible for funding under this Programme:

- Each proposal must have one Project Leader from the UK **and** one Project Leader from the specified Partner Country/Territory.
- UK Project Leaders must be permanent employees of one of the following:
  - A not-for-profit higher education institution with the capacity to undertake high-quality- research, unless specified otherwise in Appendix 1.
  - A UK higher education institution (all UK higher education institutions are eligible).

- A not-for-profit research organisation with the capacity to undertake high-quality research. The list of eligible UK institutions is attached with the grant call documents on the website. A Catapult Centre[1] (in the case of the UK Project Leader).
- Both Project Leaders must obtain the institutional approval to apply and lead the project. They must be able to submit a Letter of Support signed by the Head of Institution, Head of Department, or other person with appropriate delegated authority, expressing specific commitment to the proposed project, willingness to receive funding, a description of any in-kind support to be given and describing why the experience and capability of the Project Leader is particularly suited to the project content.
- Both Project Leaders' institutions (the 'Lead Institutions') must have the capacity to administer the grant, as all grants will be paid to the employing institution of the UK Project Leader, and not to the individuals involved.
- Individual departments within a single institution can make multiple applications per call provided that the proposed activities are clearly different.
- Project Leaders may only submit one IREP application per call. This applies to both the UK Project Leaders and the partner Project Leaders.
- If Project Leader submit more than more one application, even if with different partners from different countries/territories, all of their applications will be disqualified and will not be accepted.

To support the translation of research and innovation into societal benefit, Project Leaders can include in their proposals Associated Partners affiliated with:

- Other research or higher education institutions
- Technology transfer offices
- Not for-profit organisations (including NGOs) and civil society organisations (including charities and foundations)
- For-profit/commercial organisations (including SMEs)

Letters of support are required to be submitted for all Associated Partners via a pdf file combining together signed letters from each partner.

Not for-profit higher education institutions or publicly funded research organisations **are eligible** to apply as Lead Institutions.

For-profit organisations and not-for-profit organisations can participate in but are usually **not eligible** to apply for the grant (unless specified otherwise in Appendix 1). Furthermore, for-profit organisations are **not eligible** to receive any ISPF grant funds except to cover travel associated costs.

Eligibility checks will be applied to all proposals on receipt. Proposals which are not led by a recognised not-for-profit higher education institution or a publicly funded research organisation (unless specified otherwise in Appendix 1) will be rejected during these checks. Please see Appendix 2 for a full list of eligibility criteria.

If you are unsure about your organisation's eligibility, for UK see the list of eligible UK institutions attached with the grant call documents on the website; for partner countries/territories, please contact the local British Council office.

2.2 Official Development Assistance (ODA) eligibility

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1 https://www.innovateuk.org/-/catapult-centres

In order to be considered for funding, **all proposals must clearly articulate a plausible route to positive impact on specific populations within a short to medium term timeframe (within 10 years). Applications which do not meet this criterion cannot receive support under the International Science Partnerships Fund.**

In some disciplines, development relevance can be longer term and less direct than in other areas. In all cases, it is the responsibility of the applicant to articulate within the application how the proposed activities will meet these criteria.

For more on ODA, please see: https://web-archive.oecd.org/2021-05-07/154009-What-is-ODA.pdf

Applicants must complete the ODA compliance section of the application form and should not expect reviewers to make assumptions about development impact that is not clearly described within the proposal.

Failure to demonstrate ODA eligibility will render your application ineligible regardless of other success criteria. Please make sure you consider the ODA relevance of your application.

In order to show development relevance within the context of their proposed project, applicants are advised to include within their application reference to any local or national consultation, links to government policies, and existing links with government institutions and must clearly articulate the importance to relevant in-country challenges.

Agreements for ownership and exploitation of intellectual property generated through project activities must be consistent with the primary aim of addressing development issues.

ODA transparency and reporting

As part of the government's commitment to ODA transparency and in line with DfID ODA reporting requirements, there is a requirement to publish information about ODA grants including project titles and summaries via the International Aid Transparency Initiative (IATI) registry and via DFID's national statistics.

The purpose of publishing information via the IATI registry is to make information about ODA easily accessible to governments, stakeholders, and other relevant groups in beneficiary countries. All funded projects from this programme will be published in this way. Please therefore write your project title and summary in such a way that they are meaningful and accessible to non-specialist audiences, following publication.

It is expected that the project title and summary are written in plain English and avoid the use of jargon, acronyms, puns and plays on words. **Please also make clear in your project title and summary how your project is ODA-compliant,** for example by identifying the development challenge(s) being addressed, the aims of the project and the beneficiary countries.

2.3 Gender Equality Statement

To encourage excellence in science and comply with the International Development (Gender Equality) Act 2014, applications must outline how they have taken meaningful yet proportionate consideration as to how the project will contribute to reducing gender inequalities in the Gender Equality Statement section of the application form. Further details are in Section 14.

Any application which states that a Gender Equality Statement is not applicable, will be ineligible for funding.

3. Funding

The value of the grant is set at a maximum of £80,000 per project. Please refer to Appendix 1 for country-specific funding arrangements. Grants must be used in the direct delivery of proposed activities. A summary of costs to be covered by the grant must be included in the application form and must contain justifications. Where you do not provide explanation for an item that requires justification, or include an ineligible cost, it may be cut from any grant made.

Unless stated otherwise, an advance payment of 80% of the grant will be made on signature of the grant agreement, followed by one payment of 20% dependent upon approval of reports by the British Council.

Unless specified in the Appendix 1, payment will be made to the institution where the UK Project Leader is based. Lead institutions will be expected to transfer funding to the Partner Institution where that has been indicated in the budget.

Lead Institutions may transfer funding to Associated Partners for activities which support the objectives of the collaboration and the overall Programme. Any costs of Associated Partner contributions should be included in the proposed budget for the respective country. For-profit organisations are not eligible to receive any grant funds except to cover travel associated costs.

The following sections detail the costs that can and cannot be included in your budget request.

3.1 Eligible costs

IREP grants are intended to contribute to the costs directly related to implementing activities contained in the proposal.

Please contact ISPF-IREP@britishcouncil.org if you are in doubt over which costs IREP can cover.

Unless specified in the country/territory specific guidance, IREP grants can cover:

1. Direct staffing costs limited to 30% of grant awarded that can be utilised for this purpose.
2. Expertise costs limited to 20% of grant awarded and only where these are strictly essential, appropriate, and relevant to the design and implementation of the proposed activities.
3. Networking, workshop and other event-related costs.
4. Travel and related expenses.

Applicants can request a grant contribution for tackling barriers to diversity and inclusion. Examples of costs that can be covered include but are not limited to additional childcare costs, measures to support the participation of researchers and team members with disabilities. Such requests should be clearly marked in the budget form under Exceptions and should be supported by justifications submitted separately by email to: ISPF-IREP@britishcouncil.org.

3.2 Ineligible costs

The following indicates a non-exhaustive list of ineligible costs.

Purchasing of assets and equipment
>Costs associated with purchasing computer hardware, digital devices, books and other permanent resources or equipment are not eligible under this call.

Studentships
>Costs associated with Masters and PhD studentships are not eligible under this call (including stipends).

Costs related to writing up, promoting, or disseminating previous research

Patent costs

Premium class tickets for flights and trains

Entertainment costs such as:
>- Alcohol.
>- Restaurant bills or hospitality costs for personnel not directly participating in the project.
>- Excessive restaurant costs.
>- Excessive taxi fares.

3.3 Disbursement

As funding for the project can be disbursed via both the UK and the partner country funding agencies, in some countries there may be restrictions on partner country costs. Please refer to Appendix 1 for details.

The level of grant funding available from the Research Collaboration Programme depends on the country: please see Appendix 1 for country specific guidance and funding limits. Funds will be disbursed directly to the Lead Organisation (s), (i.e., the Project Leaders' organisations) according to the approved final budget.

For British Council disbursed grants, unless stated otherwise, an advance payment of 80% of the UK component of the Research Collaboration grant will be made on signature of the grant agreement, followed by one payment of 20% dependent on approval of reports by the British Council. Please note that payment ratios can vary for different countries.

Please note that Appendix 1 specifies further, country-specific information on eligible and ineligible costs.

4. Partnerships

4.1 Equitable Partnerships

>Equitable Partnerships are a key pillar of the Research Collaboration Programme. UKRI (UK Research and Innovation) developed the following statement of expectation for research partnerships in consultation with researchers from East Africa:

"Partnerships should be transparent and based on mutual respect. Partnerships should aim to have clearly articulated equitable distribution of resources, responsibilities, efforts, and benefits. Partnerships should recognise different inputs, different interests and different desired outcomes and should ensure the ethical sharing and use of data which is responsive to the identified needs of society."

Further guidance on how to develop and maintain equitable research partnerships is available in KFPE's Guide for transboundary research partnerships '11 Principles and 7 questions:

https://naturalsciences.ch/organisations/kfpe/11_principles_7_questions

4.2 Associated Partnerships

To support the realisation of impact, Project Leaders are encouraged to include in their proposals associated partners (known as 'project partners' on UKRI proposals). An associated partner is defined as a collaborating organisation that will have an integral role in the proposed activity and from which you have secured a commitment (other than that from British Council/UKRI or the in-country funding partner) to provide additional resources for this project. This may include in-kind or cash contributions such as expertise, staff time, use of facilities, etc.
These can include:
- Other research or higher education institutions
- Technology transfer offices
- Not for-profit organisations (including NGOs)
- For-profit/commercial organisations (including SMEs)
- UK Catapults

A letter of support from each project partner/associated partner confirming the level of support specific to this proposal must be included as an attachment. This must be signed, dated within three months of submission and on headed paper.

5. Project duration

Projects can be for up to 18 months in duration and they are expected to be 12-18 months in duration.

It is expected that all funded project activity will begin on or after 1 March 2025 and be completed according to the deadlines specified in individual country/territory guidance at Appendix 1. For UK Institutions, funding, if approved, will be transferred to the successful institution once the grant agreement is counter-signed by the British Council. Formal project start dates will be set in the grant agreement by the British Council. Expenses incurred by the institutions prior to the effective start date, including any costs incurred in the production of the proposal, cannot be charged to the grant.

Where funding is offered by participating country or territory partners, please refer to Appendix 1 for specific details on payment arrangements.

6. Monitoring, Evaluation and Learning

Applications should demonstrate a considered approach to monitoring, evaluation and learning (MEL) to track progress against intended objectives. We encourage applicants to develop specific, measurable, achievable, relevant and time bound (SMART) indicators for

their projects and put in place systems to collect data against them. The British Council will share a template to successful applicants on interim reporting and end of project reporting.

7. Ethics and research governance

It is essential that all legal and professional codes of practice are followed in conducting work supported by this Programme. Applicants must ensure the proposed activity will be carried out to the highest standards of ethics and research integrity.

Please refer to the Research Councils UK 'Policy and Guidelines on Governance of Good Research Conduct' (https://www.ukri.org/wp-content/uploads/2022/03/UKRI-310322-GRP-Policy2022.pdf), the Inter Academy Partnership report 'Doing Global Science: A Guide to Responsible Conduct in the Global Research Enterprise' (http://www.interacademycouncil.net/24026/29429.aspx) or contact us at ISPF-IREP@britishcouncil.org.

It is the absolute responsibility of the Project Leaders and the Lead Institutions to ensure that appropriate ethical approval is granted and adhered to, and that no research requiring ethical approval is initiated until it has been granted.

In the online application form, applicants must clearly articulate how any potential ethical and health and safety issues have been considered and how they will be addressed, ensuring that all necessary ethical approval is in place before the project commences and all risks are minimised. Specifically, applications that involve research on animals, human participants, human tissue, or patient/participant data must be accompanied by necessary permission certificates from the relevant local ethical review committees/authorities in the UK and the partner country, or an undertaking to obtain this permission in advance of the activity commencing. Failure to do so will result in applications being rendered ineligible and any funding already committed through this Programme being rescinded.

Approval(s) for the research detailed in an International Science Partnerships Fund grant proposal must be granted by the appropriate bodies before any work can commence. Organisations, applicants, and grant holders have absolute responsibility for ensuring that the necessary approvals are granted for the research set out in their proposal.

The Project Leader/Lead Institution must be prepared to furnish the British Council with a copy of the ethical approval, and any correspondence with the committees, if requested by either funder. The Project Leader must notify the British Council if a regulator or a research ethics committee requires amendments that substantially affect the research question, methodology or costs to the extent that the project is no longer the same as that approved for funding by the British Council.

7.1 Partner country ethics guidance

The Lead Institution in the partner country is responsible for managing and monitoring the conduct of medical and health research in a manner consistent with the UK Policy Framework for Health and Social Care Research. There must be effective and verifiable systems in place for managing research quality, progress and the safety and well-being of patients and other research participants. These systems must promote and maintain the relevant codes of practice and all relevant statutory review, authorisation, and reporting requirements. Applicants are responsible to obtain ethical approval from relevant authorities before the start of activities that require such approval. Applicant must ensure that the work carried out adheres to the local guidelines for best practice.
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Please refer to the Research Councils UK 'Policy and Guidelines on Governance of Good Research Conduct' (https://www.ukri.org/wp-content/uploads/2022/03/UKRI-310322-GRP-Policy2022.pdf), the Inter Academy Partnership report 'Doing Global Science: A Guide to Responsible Conduct in the Global Research Enterprise' (http://www.interacademycouncil.net/24026/29429.aspx) or contact us at ISPF-IREP@britishcouncil.org.

8. Diversity and Inclusion

British Council are committed to equality, diversity, and inclusion, and to continuing to attract and nurture talented people from the widest pool to remain internationally competitive in research and innovation. We believe that everyone has a right to be treated with dignity and respect, and to be provided with equal opportunities to flourish and succeed. This includes avoidance of bias due to disability, gender reassignment, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sexual orientation, sex (gender), and age.

We also recognise, and will seek to maximise, the benefits achieved by diversity of thought and experience within inclusive groups, organisations, and the wider community. British Council are therefore committed to ensuring that the best potential researchers from a diverse population are attracted into research careers. Applicants are asked to consider encouraging participation from researchers from underrepresented groups in the teams implementing their proposed activities.

We are able to offer additional funding to support participation as Exceptions, upon request. Please refer to the budget section of this document for additional information. Such requests should be clearly marked in the budget form under Exceptions and should be supported by justifications submitted separately by email to: ISPF-IREP@britishcouncil.org.

For more on the British Council's approach, see our Equality Policy at: https://www.britishcouncil.org/about-us/how-we-work/policies/equality-diversity-inclusion

9. Trusted Research and Innovation

Trusted Research is a cross-research and innovation sector term for protecting intellectual property, sensitive research, people and infrastructure from potential theft, misuse, and exploitation. In this context, there are established programmes of work on managing security and related risks in international higher education. The British Council work to ensure its partner institutions are aware of and understand the nature of risks posted by these issues, and that they are able to respond appropriately.

As your application involves international collaboration and will be funded through the International Science Partnership Fund (ISPF) you will need to demonstrate how your proposed project will identify potential risks and the relevant controls you will put in place to help proportionately reduce these risks. This will include describing what due diligence for ethical, legal, financial and security considerations has been undertaking in planning the project; confirming you have had open discussions with your partners around any conflicts of interest and how you will ensure both physical and on-line segregation of the data and outcomes from this project from other research you and the partner are undertaking separately.

Further information on managing risks in internationalism has been produced by Universities UK.and UKRI.

- [Universities UK: Managing risks in internationalisation: security related issues](#)
- [Managing risks in international research and innovation](#)

10. Safeguarding

British Council condemns all forms of harm and abuse, including bullying and harassment. We take a zero-tolerance approach to harm and abuse to any individual employed through or associated with our programmes in all contexts; whether in humanitarian or fragile and conflict-affected settings, in other field contexts, or within the international or UK research and development community which we fund. We expect organisations to promote the highest standards in organisational culture and have in place the systems and procedures required to prevent and tackle all incidents of harm and abuse. Applications should detail how they will identify and manage safeguarding risks within their projects and submit a safeguarding risk assessment.

You will be expected to have in place the following robust policies and procedures:

- Safeguarding and Whistleblowing Policy

- Incident reporting procedure, which includes safe reporting.

- Code of Conduct on acceptable and unacceptable behaviours for staff, volunteers, students and placements.

- Safer recruitment policies and processes, which includes conducting relevant disclosure and/or criminal records checks for individuals directly working with children and/or vulnerable adults.

  We require clients, customers, partners, and suppliers to operate within the British Council's Safeguarding Policy:

  https://www.britishcouncil.org/sites/default/files/safeguarding_policy.pdf

Partners, Suppliers & Contractors:

The terms 'partners, suppliers and contractors' relate to all those who we have a contract or agreement with to provide goods, services, or collaboration. There may be a financial or alternative benefit, but this is not essential. It includes implementing partners who carry out work on our behalf and other stakeholders with whom the British Council may establish a working relationship, such as Ministries, and Donors and Funders.

11. Submission process

The deadline for submission of a completed application is **06 October 2024**. Proposals submitted after the deadline will not be considered for funding.

The deadline applies to all parts of your application. Any applications which are not submitted *in full* by the deadline, will be considered *ineligible*.

Appeals against this decision will not be accepted.

Applicants for all calls must submit a completed online application form at the following link:

If you are unable to use the online application for reasons of accessibility, please contact us at ISPF-IREP@britishcouncil.org.

12. Completing the application form:

To assist you in developing your application and sharing content with your partners, a Word version of the online application form will be available for download from the call website. This is solely to allow you to develop your responses in a convenient format. The final version of your application **must** be submitted using the online form.

Please give specific regard to the following sections of the application form:

Gender Equality Statement

Applicants are required to consider the impact their project will have on gender. Gender Equality is not the same as Gender Balance, although it does include Gender Balance it is mainly concerned with the impacts of the proposed project. This should be about the project specifically – the outputs and outcomes; the make-up of the project team; participants, stakeholders, and beneficiaries of the project; and the processes followed throughout the research programme. It should not be a re-statement of your Institution's policy, you may refer to the policy, but should show how the policy will be implemented in terms of the project. The Gender Statement must **address the below criteria**, with an understanding that, depending on the nature of the research and innovation, not all questions will be applicable. **If a question is not applicable, you will need to articulate the reasons why.**

- 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.
- The expected impact of the project (benefits and losses) on people of different genders, both throughout the project and beyond.
- 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.
- How will any risks and unintended negative consequences on gender equality be avoided or mitigated against, and monitored?
- Are there any relevant outcomes and outputs being measured, with data disaggregated by age and gender (where disclosed)?

The British Council has produced additional guidance on writing a gender statement.

Link to: Gender Equality Statements - Guidance for Applicants

Please also refer to Appendix 3.

The British Council reserves the right to reject the application if no consideration has been given to gender equality or if the proposal is assessed to result in a negative impact for gender equality.

Official Development Assistance

Please outline a plausible route between the outcomes of the proposed project to a positive tangible impact to the economic development and social welfare of the partner country, benefitting low-income and/or vulnerable populations within a short- to medium time frame (10 years). Please address the following questions:

1. How is your proposal directly and primarily relevant to the development challenges of the partner country/territory? Please provide evidence of the development need and articulate how the proposed activity is appropriate to address this need.
2. How do you expect that the outcome of your proposed activities will promote the economic development and welfare of the partner country/territory?
3. Please identify relevant stakeholders and potential users of the research and describe any existing engagement with them.
4. What approach(es) will you use to deliver development impact within the lifetime of the project and in the longer-term? Please consider the potential outcomes, the key beneficiary and stakeholder groups in the DAC list country/ countries and how they will be engaged to ensure opportunities for them to benefit and to enable development impact to be achieved.

Supporting Documents

- **Project Leaders' CV**s (up to two sides of A4 each)
- **Letters of support**
  All Letters of support must be in English on headed paper, dated within 3 months of the submission.

  Institutional Support Letter

  From the UK and partner country/territory's Project Leaders' organisations, signed by the Head of Institution, Head of Department, or other person with appropriate delegated authority, expressing specific commitment to the proposed project, willingness to receive funding, a description of any in-kind support to be given and describing why the experience and capability of the Project Leader is particularly suited to the project content. Please note that supporting letters **must not be signed by the Project Leaders.**

  Associated Partners Letter

  If the proposal includes project partners/associated partners, a pdf file **combining together signed letters from each partner containing a maximum of 300 words on their contribution to the project - this could be financial or in-kind, e.g., expertise.** All supporting letters **must** be submitted as a **combined** document. Letters from every project partner/associated partner listed in the application **must** be provided.

- **Risk Assessment for travel (if any travel is included in the proposal)**
- **GANTT Chart**
  Showing timelines for the project with refence to the start and end dates indicated.

All supporting documents must be in English.

A PDF version of the application form is available on the call website. This is solely to allow you to develop your responses in a convenient format. **The last version of your application must be submitted using the online form.**

If you experience problems with the online submission system, please contact ISPF-IREP@britishcouncil.org **before** the submission deadline. If you alert us to technical issues after the deadline, we will not be able to take them into consideration when assessing the eligibility of your application.

If you require an alternative format of the on-line submission form for reasons of accessibility, please contact us at: ISPF-IREP@britishcouncil.org.

Finalising submission

Before the completed online application form can be submitted to the system, applicants will be asked to confirm on the form that they have:
- obtained permission to submit the proposal on behalf of the UK institution(s) **and** of the partner country institution(s). This must be confirmed by attaching Letters of Support or formal emails from the respective institutions signed by the Head of Institution, Head of Department, or other person with appropriate delegated authority.
- confirmed the Project Leaders' Institutions, (i.e., the Lead Institutions') willingness to receive the funds and to sign a grant agreement with the British Council or the national partner, also confirmed in the Letters of Support.
- complied with British Council policies on prevention of fraud, bribery, money laundering and addressed any other financial and reputational risk that may affect a transparent and fair grant award process. See: https://www.britishcouncil.org/organisation/transparency/policies/anti-fraud-and-corruption

Once the online application is submitted, the system will generate a unique application ID number. Applicants should note this number and use it in all communications with the British Council. Applicants who have not received this ID number should contact the British Council at ISPF-IREP@britishcouncil.org.

13. Applicant screening

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 requested by the British Council to complete the screening searches.

Please read the text to this effect on the application form and tick the box to show that you understand this.

14. Selection process

Selection begins with an eligibility check by the British Council against the eligibility criteria given in these Guidelines, including Appendix 1 (Country/Territory specific guidance), Appendix 2 (Eligibility Checklist) and Appendix 4 (Gender Equality Statement)

Eligible proposals then undergo independent external quality review based on quality, fit to development needs and country priorities, capacity building potential and sustainability of the collaboration, as follows:

- Assessment and scoring in the UK by independent experts (see Appendix 3 for assessment form). In country assessment by project partners may happen in parallel, see Appendix 1 for details.
- Review by a UK Review Panel of experts, which determines a UK panel score, ranks applications, and makes recommendations for funding. The Review Panel considers whether proposals are of high quality (being intellectually innovative, well focused, and methodologically sound), and whether the activity has the potential to have a real impact on economic development and social welfare in the partner country.
- Final decision making in collaboration with UK ISPF Fund partners, international stakeholders, and national co-funding organisations.

Proposals are quality assessed against the criteria at Appendix 3, resulting in a total score between 0 and 60. Those receiving a final score from the Panel meeting of less than 30 will not be considered fundable. However, achieving a score equal to or above the threshold does not guarantee that the proposal will be selected for funding.

Country/territory specific priorities and challenge areas will be considered in the final decision, in addition to the general assessment criteria, see Appendix 1 for priorities by country/territory.

15. Data protection

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 will need to share necessary data with application reviewers and panel members contracted by the British Council, the funder UK Department of Science, Innovation & Technology (DSIT), international funding partners (where named in Appendix 1) and contracted external evaluators (as required).

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.

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 see our website: http://www.britishcouncil.org/privacy-cookies/data-protection.

16. Contractual Requirements

- The contracting authority for UK Institutions is the British Council, which includes any subsidiary companies and other organisations that control or are controlled by the British Council from time to time (see:
www.britishcouncil.org/organisation/structure/status).
- The successful applicants will be expected to undertake activities in the UK and in the ISPF Fund countries listed in section 3 of these guidelines (Scope of the Programme).
- The British Council is subject to the requirements of the UK Freedom of Information Act, ("FOIA"). Please indicate in your application whether FOIA also applies to your organisation, so that we can reflect this in the Grant Agreement should you be successful in your application.
- The British Council's contractual approach in respect of the grant is set out at:

  Link to: ISPF Grant Base Template

  (Terms and Conditions of the Grant Agreement) ("Grant Agreement").
  By submitting a response to this call for applications, you are agreeing to be bound by the terms of these guidelines and the Grant Agreement without further negotiation or amendment.

- If you have any concerns or queries in relation to the Grant Agreement, you should submit a clarification request to ISPF-IREP@britishcouncil.org in accordance with the provisions of this call for applications by the application deadline. The British Council reserves the right not to make any changes to the Grant Agreement.

- The British Council is under no obligation to consider any clarifications / amendments to the Grant Agreement requested following the application deadline.

17. Contact

All queries or comments about this call should be addressed to the ISPF email address: ISPF-IREP@britishcouncil.org

Appendix 1: Country/Territory Specific Guidance

To ensure optimal fit to the local context and development needs, priority areas, specific innovation challenges and additional application requirements – such as maximum grant sizes and durations – have been set at a country/territory level through discussion with /national stakeholders.

This appendix provides the specific guidance which applicants should consider in conjunction with the main body text of this document **before** preparing their proposals. Proposals which do not take into account the country specific guidance **cannot be considered for funding.**

Turkey (in partnership with TUBITAK)	
Partner:	**The Scientific and Technological Research Institution of Turkey**
Duration of grants:	12-18 month
Size of grant	UK institutions will be funded up to £80,000. UK institutions will be responsible for disbursing to the Lead Institution in the partner country/territory.
Number of projects to be funded	Up to 5 projects
Priority areas:	• **Priority 1**: Forster Better Engagement and Management Practices in International Research Collaboration. • **Priority 2**: Support Equality, Diversity, and Inclusion in International Research Endeavours. • **Priority 3**: Promote Capacity Building and Knowledge Exchange in Interdisciplinary Research. • **Priority 4**: Create Opportunities for Researchers and Institutions to Engage with Communities, Policymakers, and Translate Research into Societal Benefits.
Contractual arrangements:	
The British Council will sign the grant agreement with the UK Lead Institutions. Grant funds will be paid to the UK institution who will be responsible for disbursing to the Lead Institution in the partner country/territory.	
Additional eligibility criteria:	

- *Project Leaders from Turkey should be selected from public/foundation universities and research centres;*

- *Project Leaders from Turkey should hold PhD degree or equivalent, have the research experience, and have a permanent position on university or research institutes in Turkey;*

- *All Turkish researchers who apply must be registered on TUBITAK ARBIS (Researcher Information system) through the following link: http://arbis.tubitak.gov.tr*

Submission process (if requiring additional steps)
There will be only one application to be submitted to the British Council.
Other considerations:
N/A

Thailand (in partnership with National Research Council of Thailand - NRCT)	
Partner:	 **National Research Council of Thailand (NRCT)**
Duration of grants:	12-18 month
Size of grant	Total grant up to £80,000 UK Maximum: £40,000 Thailand Maximum: £40,000
Number of projects to be funded	Up to 3 projects Whereas, up to 2 projects will be co-funded by NRCT amounted up to 40,000 GBP or 1,800,000 million Baht for each project. Another successful project will be funded solely by the British Council.
Priority areas:	• **Priority 1**: Forster Better Engagement and Management Practices in International Research Collaboration. • **Priority 2**: Support Equality, Diversity, and Inclusion in International Research Endeavours.

Contractual arrangements:

Co-funded projects:
The British Council will sign the contract with the UK organisations.
National Research of Council Thailand will sign the contract with Thai organisations.

The British Council solely funded project:

The British Council will sign the contract with the UK organisations and the awarded UK institutions will be responsible for disbursing the relevant budget to Thai institutions based on grant agreements.

Additional eligibility criteria:

Eligibility Criteria for Thai Lead Project Leaders:
Applicants must be individuals employed in either the public or private sector, or higher education institution or a research institution recognized as legal entities according to the following criteria:
1) Applicants must be a Thai nationality and have a permanent residence within the country and evidence of employment.
2) Applicants must hold a doctoral degree and have been actively engaged in research, particularly over the past five years. Applicants should have received international recognition from experts in their field, such as securing funding from foreign sources for collaborative research projects. This recognition can also include co-publication of research findings, co-supervising theses, organizing academic conferences, etc.
3) Applicants should possess the capability to conduct and oversee research promptly and continuously throughout the grant duration, ensuring timely completion of research projects with high quality.
4) Applicant's Team must include Thai young research, and other various stakeholder such as policy maker, end-user, local community, etc.
5) Applicants must submit their proposal through the NRIIS (https://nriis.go.th/), apart from the British Council's portal.
6) Applicant's institution must certify the proposal in the NRIIS within the specific deadline.
7) Applicant must comply with the national regulation and NRCT's rules and regulation.

Submission process (if requiring additional steps)

Thai Applicants must also submit their proposal in Thai language directly through NRIIS system (https://nriis.go.th/), apart from submission through the British Council's portal.

A complete and identical application form in PDF format (without supporting documents), which is submitted to the British Council portal (https://grants.britishcouncil.org/), must be also submitted in NRIIS to be considered.

Other considerations:

In tandem with the UK Assessment and Review process, and according to similar criteria, applications are reviewed by Thai technical experts. Only the applications that are deemed eligible by both UK and country criteria will undergo the review process.

Thailand (in partnership with Program Management Unit for Human Resources & Institutional Development, Research and Innovation - PMU-B)	
Partner:	 Program Management Unit for Human Resources & Institutional Development, Research and Innovation (PMU-B)
Duration of grants:	12-18 month
Size of grant	Total grant up to £80,000 UK Maximum: £40,000 Thailand Maximum: £40,000 UK institutions will be responsible for disbursing to the Lead Institution in the partner country/territory.
Number of projects to be funded	Up to 1 project
Priority areas:	• **Priority 3**: Promote Capacity Building and Knowledge Exchange in Interdisciplinary Research. o It is encouraged, but not limited to cover the areas under Thailand's Science, Research and Innovation for 2023 – 2027 at https://pmu-hr.or.th/operation-plan-pmub/

Contractual arrangements:
The British Council will contract with the UK organisations who will be responsible for disbursing to the Lead Institution in Thailand.

Additional eligibility criteria:
Eligibility Criteria for Thai applicants Applicants must be individuals employed in either the public or non-profit organisation, or higher education institution or a research institute in Thailand and comply with the following criteria: 1. Thai Project Leader must be Thai or Non-Thai affiliated with Thai abovementioned organisations.

Submission process (if requiring additional steps)
There will be only one application to be submitted to the British Council.

Other considerations:
In tandem with the UK Assessment and Review process, and according to similar criteria, applications are reviewed by Thai technical experts. Only the applications that are deemed eligible by both UK and country criteria will undergo the review process.

Thailand	
Partner:	N/A
Duration of grants:	12-18 month
Size of grant	UK institutions will be funded up to £80,000. UK institutions will be responsible for disbursing to the Lead Institution in the partner country/territory.
Number of projects to be funded	Up to 2 project
Priority areas:	• **Priority 4**: Create Opportunities for Researchers and Institutions to Engage with Communities, Policymakers, and Translate Research into Societal Benefits.

Contractual arrangements:

The British Council will sign the grant agreement with the UK Lead Institutions. Grant funds will be paid to the UK institution who will be responsible for disbursing to the Lead Institution in the partner country/territory.

Additional eligibility criteria:

For Thai applicants, only Higher Education Institution Provider, Public Research Institute can apply as a lead applicant.

Submission process (if requiring additional steps)

There will be only one application to be submitted to the British Council.

Other considerations:

Proposals which focus on the following regions of Thailand – the Northeast/Isan, the Northwest and border areas, and the four deep southern provinces are encouraged to apply.

Malaysia (in partnership with Akademi Sains Malaysia)

Partner:	 Akademi Sains Malaysia
Duration of grants:	12-18 months
Size of grant	UK institutions will be funded up to £80,000. UK institutions will be responsible for disbursing to the Lead Institution in the partner country/territory.
Number of projects to be funded	Up to 5
Priority areas:	• **Priority 3**: Promote Capacity Building and Knowledge Exchange in Interdisciplinary Research. • **Priority 4**: Create Opportunities for Researchers and Institutions to Engage with Communities, Policymakers, and Translate Research into Societal Benefits.

Contractual arrangements:

The British Council will sign the grant agreement with the UK Lead Institutions. Grant funds will be paid to the UK institution who will be responsible for disbursing to the Lead Institution in the partner country/territory.

Additional eligibility criteria:

N/A

Submission process (if requiring additional steps)

N/A. There will be only one application to be submitted to the British Council.

Other considerations:

N/A

Vietnam	
Partner:	*N/A*
Duration of grants:	12-18 month
Size of grant	UK institutions will be funded up to £80,000. UK institutions will be responsible for disbursing to the Lead Institution in the partner country/territory.
Number of projects to be funded	Up to 5
Priority areas:	**Priority 3**: Promote Capacity Building and Knowledge Exchange in Interdisciplinary Research. **Priority 4**: Create Opportunities for Researchers and Institutions to Engage with Communities, Policymakers, and Translate Research into Societal Benefits. **Please see other considerations.**

Contractual arrangements:

Grant funds will be paid to the UK institution who will be responsible for disbursing to the Lead Institution in the partner country/territory.

Additional eligibility criteria:

N/A

Submission process (if requiring additional steps)

N/A. There will be only one application to be submitted to the British Council.

Other considerations:

Applications should address and related to one of the following research areas:
- **Health**: Advanced Diagnostics and Therapeutics (e.g., Vaccine Manufacturing; Drug Discovery; Precision Medicine; Genomics; Digital Health).
- **Environmental resilience**: Circular Economy; Energy Transition.
- **Innovative technologies**: Data Science; Artificial Intelligence.

Equality, Diversity, and Inclusion are required to be taken into consideration in all applications regardless of themes and priorities.

For applications targeting Priority 4, an advantage will be given to applicants with experience in consulting, policy planning, policy contributions, and with practical management experience.

Appendix 2: Eligibility Criteria Checklist

Eligibility criteria checklist	27
The application	
The application has been submitted by the published deadline.	
The application has been submitted by a Project Leader in the UK and a Project Leader based in one of the partner countries listed in Appendix 1.	
Project Leaders are based at: • a not-for-profit higher education institution with the capacity to undertake high-quality research • a research institution with the capacity to undertake high-quality research • a Catapult Centre[2] (in the case of the UK Project Leader) • an alternative institution as detailed at Eligible Research Organisations If unsure, please contact (ISPF-IREP@britishcouncil.org)	
The application includes two (2) supporting letters, one from each of the two Lead Institutions, on headed paper, signed by the Head of the Institution, Head of Department, or other person with appropriate delegated authority, giving specific commitment to the project as described in the supporting documents section of these Guidelines. Supporting letters are **not** signed by the Project Leaders.	
If there are associated partners, a letter from each partner has been uploaded as required within a single pdf.	
Each section of the application form has been completed in full and complies with instructions given.	
The application form and supporting documents have been completed in English.	
The Project Leaders have submitted only one (1) application under this Research Collaboration call.	
Additional criteria required by partner country has been reviewed and adhered to.	

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2 https://www.innovateuk.org/-/catapult-centres

Appendix 3: Assessment criteria and scoring system

Assessment of the quality and development relevance of the proposals will be performed by expert reviewers, and the final funding decisions will be made in discussion with British Council country office and in country partners. Only proposals with an average score of 30 points or more for Sections 2 to 4 and which have taken gender inclusion into consideration will be eligible for funding.

Section 1: Relevance to economic development and social welfare	Score	Range
		YES/NO
• Clear evidence is provided demonstrating that the suggested impacts assessed are relevant to the lives of vulnerable people/low income populations in a DAC country. • Clear evidence is provided demonstrating that the project will contribute to the economic development and social welfare of the partner country and within a reasonable timeframe (within 10 years). • Development-relevant stakeholders and beneficiaries are defined, and the project plan includes an engagement plan.		

Section 2: Relevance to gender equality	Score	Range
		Sufficient /Insufficient
• Measures are 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. • The project will have a positive impact on people of different genders, both throughout the project and beyond. • The potential impact on the relations between people of different genders and people of the same gender is clearly described. For example, changing roles and responsibilities in households, society, economy, politics, power, etc.		**Not addressed:** The proposal does not include any specific measure to reduce gender inequality or for people of different genders to be involved in the project. **(Insufficient)** . **Good:** Proposals address due diligence, risks, basic needs, and vulnerabilities of persons of different genders. **(Sufficient)** **Excellent:** Programmes/projects build assets, capabilities, and

• Risks and unintended negative consequences on gender equality will be monitored, avoided, or mitigated against.	opportunities for persons of different genders. **(Sufficient)**
• Relevant outcomes and outputs will be measured with disaggregated data by age and gender (where disclosed).	**Transformative:** Programmes/projects address unequal power relations and seek systemic institutional, legal, and societal changes. **(Sufficient)**

Section 3: Collaboration	Score	Range
		0–20
• The importance and timeliness of the proposed activities are clearly demonstrated. • The Project Leaders have sufficient relevant experience to undertake the proposed activities and achieve the stated objectives. • The value added – to institutions and/or the wider community – by the collaboration between the partnering institutions is clearly described. • The collaborating institutions are of appropriate capability standing. • The benefits and relevance of the research to the UK and partner country institution is clearly described.	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets most of the criteria to a very high level **11 to 15 points:** Meets most of the criteria to a high level **6 to 10 points:** Meets most of the criteria to an adequate level **1 to 5 points:** Meets some of the criteria to an adequate level **0 points:** Fails to meet any of the criteria to an adequate level.	

Section 4: Proposal	Score	Range
		0–20
• The proposal and objectives aligns well with the target priority. • The description of the proposed collaboration includes clear, feasible and realistic objectives as well as potential for long term impact. • Applicants clearly articulate specific outputs anticipated from the collaboration and objectives likely to be achieved • The proposal explains the benefits to both the UK and partner country researchers/innovation	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets most of the criteria to a very high level **11 to 15 points:** Meets most of the criteria to a high level **6 to 10 points:** Meets most of the criteria to an adequate level	

practitioners, institutions, and stakeholders of the proposed activities or the impact that will result from the project activity, considering who might benefit and how they might benefit. • There is strong evidence of support from the applicants' institutions and Associated Partners (where applicable). • The proposed collaboration supports new links or significantly extends and develops existing links. • If the applicants' institutions are collaborating already, there is clear evidence that the grant would add significant value to the collaboration. • The proposal includes a clear and feasible description of the arrangements for project managing the collaboration and communication between partners. • The proposal represents value for money; all costs are fully justified.	**1 to 5 points:** Meets some of the criteria to an adequate level **0 points:** Fails to meet any of the criteria to an adequate level.

Section 5: Sustainability and capacity strengthening	Score	Range
		0–20
• The potential in terms of professional development and capacity building for researchers, innovation practitioners and other individuals participating in the collaboration is clearly described. • The collaboration supports the institutional capacity to translate research into economic or societal benefit, for example through establishing new relationships with non-academic partners, or setting up new processes for technology transfer. • The proposal includes a clear and feasible description of how the participating institutions/organisations intend to sustain their collaboration over the longer-term. • The participating institutions demonstrate a commitment to the collaboration through provision of in-kind funding (note that matched funding is an essential requirement for proposals from a subset of countries).	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets most of the criteria to a very high level **11 to 15 points:** Meets most of the criteria to a high level **6 to 10 points:** Meets most of the criteria to an adequate level **1 to 5 points:** Meets some of the criteria to an adequate level **0 points:** Fails to meet any of the criteria to an adequate level.
Total score for quality assessment (Section 3 + Section 4 + Section 5)	**Score**	**Range**
		0–60

Appendix 4: Gender Equality Statements

Guidance for applicants

All applicants to DSIT R&I (Research & Innovation) funds are asked to submit a Gender Equality Statement with their application. It is expected that some projects will have less impact on gender and gender relations and professional judgement of the applicants should be exercised to ensure appropriate consideration of the context and intended aims of the project. Applicants can reference other parts of their application within this statement, if relevant.

Applicants are required to address the below criteria, with an understanding that, depending on the nature of their research and innovation, not all questions will be applicable.

Criteria to address while considering gender impact:

- 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.
- The expected impact of the project (benefits and losses) on people of different genders, both throughout the project and beyond.
- 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.
- How will any risks and unintended negative consequences on gender equality be avoided or mitigated against, and monitored?
- Are there any relevant outcomes and outputs being measured, with data disaggregated by age and gender (where disclosed)?

  In addition, applicants must provide, **or** provide evidence that they have considered the following key inception actions:

- Gender Analysis – to understand gender equality issues in relation to the sector/context/country.
- Gender Impact Assessment – to understand impact of interventions (benefits & losses) on persons of different gender
- Consideration of Risk
- Risk Matrix: to identify Gender risks & unintended negative consequences to avoid, mitigate & monitor.
- Risk mitigation: including implementation of social & environmental sustainability performance standards; social safeguards.
- Implementing partners are confident interventions will do no harm and not worsen discrimination/gender inequality.
- Addresses basic needs of persons of different gender.
- Minimal institutional change to support sustained gender equality, empowerment of persons of different gender, and wider social inclusion.
- Gender disaggregated data & KPI (Key Performance Indicator) indicators where possible for programme/projects/projects & logframes.

- Information Sharing: Accurate, timely information shared with stakeholders through range of communication methods appropriate for context and target audience.
- Codes of Conduct: Staff and partners have signed and been trained on the organisation's code of conduct with respect to gender discrimination and have general safeguarding policies in place.
- Stakeholder and Community engagement Plan: Consultation with persons of different gender, poor and gender-discriminated groups, Civil Society Organisations (including Disabled People's Organisations and Persons of different gender's Rights organisations), SMEs.

Things to consider: Incorporating gender equality into Research and Innovation activities

Understanding gender and gender equality

- Have you understood that your concepts of gender norms, roles and values may vary across members of your project team, research and innovation participants and beneficiaries?
- Have you understood the different norms and values of gender depending on the context of your research and/or innovation?
- Equal opportunities and meaningful contributions
- Is there (or is there a plan to work towards) a gender balance in the project team at all levels? If not, why?
- Are there equal opportunities for persons of different gender in the recruitment of the project team?
- Are all members of the project team involved in the design and delivery of the research and/or innovation in a way that is providing equality of opportunity for people of different genders and across intersecting axes of difference?

Research and innovation content

- If the research and/or innovation involves humans or human physiology, has the relevance of gender to the research question and/or innovation topic been analysed?
- Have you considered the impact on the relations between people of different genders, and of the same gender? For example, changing roles and responsibilities in households, society, economy, politics, etc.?
- If the research and/or innovation involves human participants or human physiology, is there a gender balance? If not, why?
- Have you reviewed literature and other sources (such as expertise/networks within the local context) relating to gender differences in the research and/or innovation field?
- Have you considered how to disaggregate any data you collect by gender?

Dissemination and impact of your research

- Have different outcomes, outputs and impacts of the research and/or innovation been identified based on gender and gender differences?
- Have you considered how you will disseminate your research and/or innovation in a way that is gender responsive? For example, the use of gender-impartial language.

"Mainstreaming" gender considerations: Including Gender in your Project Proposal

Consider discussing gender throughout your proposal, rather than just in the Gender Equality Statement.

- Gender sensitive language is an easy way to show you have thought about gender throughout your application. If you are using general, inclusive phrases such as 'local communities,' 'beneficiaries' 'research participants,' make it clear what the composition of these groups are. For example, 'the men, women and children in the local community will benefit from the outputs of the project.'
- Showcasing equality of opportunities for all members of the project team is also an effective way to illustrate how you have considered gender equality in your proposal.
- Explaining why, for example, you have chosen to use female organs or tissue in your research and innovation, is a good way to illustrate how you have considered gender and differences between genders whilst developing your research and innovation questions and activities.
- Consider the possible gendered outcomes: where and to whom the benefits will be experienced.

Including gender in your project is a great way to illustrate Interdisciplinarity

- By reflecting on gender issues within the content and context of your research, there is a great opportunity to foster collaboration between scientists and gender experts. For some research and innovation projects, it can also be beneficial to illustrate how you are incorporating elements of social science in your project.
- Consider whether the effectiveness and the successful implementation of your research and innovation may benefit from including gender expertise throughout the duration of the project.

Some research and innovation will be more gender-impartial

- Not all research and innovation will have equal impact on people of different genders. Some research and innovation are specifically targeted at people of a specific gender or includes studies on physiology of a certain gender –and that is ok! Considering gender does not mean you cannot do gender specific studies!
- Being gender sensitive in your research and innovation is intended to minimise potential barriers throughout the project cycle and to prevent any unforeseen negative consequences for people of different genders. It will allow you to examine how you can be more inclusive and maximise the impacts of your research and innovation.