The Digital University Africa

Expression of Interest form

Thank you for your interest the SSA Africa Digital project.

Please complete this form to submit your expression of interest.

Please provide us with details about your proposed event. Please type, complete and return this proposal by email to [liz.dempsey@britishcouncil.org](mailto:liz.dempsey@britishcouncil.org) by **6th November 2020**

Privacy consent

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](https://theatreanddance.britishcouncil.org/www.britishcouncil.org/privacy) section of our website or contact your local [British Council office](https://www.britishcouncil.org/contact).   
  
We will keep your information for a period of seven years from the time of collection.

Yes

No

|  |  |
| --- | --- |
| Name of lead applicant organisation / individual | Click here to enter text. |
| Name(s) of other partners |  |
| Work Strand you will respond to – please select one: | 1. National and institution digital related policy and strategy for university leaders and policy makers 2. Digital literacy, skills and competencies of academics, professional services and university leaders and students 3. Digital content, tools and platforms: development, open access resources |
| Details of lead applicant | |
| Title |  |
| First name |  |
| Last name |  |
| Position |  |
| Email address |  |
| Contact number |  |
| I have the approval to submit this application on behalf of my institution | **Yes**  **No** |
| Name of authorising person: |  |
| Signature of authorising person: |  |
| Role of authorising person: |  |
| Secondary contacts |  |
| Outline description of the proposed activity / research project. This should include your overall aims for the project and the work strand you intend to address (see ToR), scale and scope of project. | |
| *If required, please include a separate detailed technical proposal, no more than 2 A4 pages.*  Click here to enter text. | |
| Please provide names and brief CV for those who will be delivering this project | |
| Click here to enter text. | |
| Objectives of the proposed activity | |
| Click here to enter text. | |
| What are the desired outcomes of the activity | |
| Click here to enter text. | |
| Who are your target audiences? Please include stakeholders and audiences you will engage with during the course of your project | |
| Click here to enter text. | |
| Rationale for your project: please explain how your project will address gaps in current understanding and knowledge (please refer to ToR) | |
| Click here to enter text. | |
| Please provide a workplan of your project, providing names against tasks of those who will be responsible for delivering the project | |
| Click here to enter text. | |
| Please outline your approach to monitoring and evaluation of the project | |
| Click here to enter text. | |
| Please provide an indicative budget for your project (see table below for eligible costs) | |
| Click here to enter text. | |
| Please provide any other relevant information | |
| Click here to enter text. | |

ELIGIBLE COSTS Guidelines

|  |  |  |  |
| --- | --- | --- | --- |
|  | CATEGORY | Eligible | Ineligible |
| Fees (Local) | TIME | Local staff costs / fees directly related to project  Fees of local contractors / consultants providing technical or management assistance  Training of staff specifically related to project | Salaries of teaching staff or HE administrators associated with the performance of their regular duties.  Salary top-ups or per diems for staff attending meetings, training, workshops or other events under this project  Costs associated with student fees, scholarships / tuition fees, research grants and fellowships  Central or support costs not directly associated with the project |
| Fees (International) | TIME | International staff costs / fees directly related to the project (including **named** international lead recipient / consortium project staff)  Fees of international contractors / consultants providing technical or management assistance  Teaching or training staff specifically related to the project | Salaries of teaching staff or HE administrators associated with the performance of their regular duties.  Salary top-ups, or per diems for staff attending meetings, training, workshops or other events under the project  Costs associated with student fees, research grants and fellowships etc. |
| IT and office equipment | EXPENSES | Purchase of computers, internet access, telephones and office equipment where wholly and necessarily for the purpose of the project | Any IT equipment used for central admin or non related working.  Any IT or office equipment used in the course of business  Office overhead |
| Travel | EXPENSES | In line with British Council travel policy + Covid-19 travel restrictions |  |
| Accommodation | EXPENSES | In line with British Council travel policy + Covid-19 travel restrictions |  |
| Education supplies | EXPENSES | All expenses related to the development of new content, delivery, pedagogical skills  All expenses necessary to purchase books, periodicals, classroom equipment and other education material and resources  Learning materials that constitutes intellectual property providing that the rights are either open source or accrue to all participating universities in targeted countries prior to the end of the grant period. | Any costs for education supplies that are not wholly, exclusively and necessary for the purposes of the project |
| Training material costs | EXPENSES | All expenses related to the training of staff and / or teachers including costs related to running training workshops, meetings, events as well as training publications and material | Staff costs and fees (local and international) Training expenses for staff and contractors involved in non (including M&E) activities. |
| Any other costs not covered in the above | EXPENSES | Significant costs not covered elsewhere in this form but wholly and exclusively necessary for the delivery of this project. Applicants are dissuaded from using this category. Where you do use this category please provide a full description of the items that you wish to categorise. |  |
| Central administration & other |  | Overhead costs indirectly related to the delivery and evaluation of the projects % apportioned to the project |  |
|  |  | HQ and central fees (usually a % of overheads) |  |