Going Global Partnerships

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Guidance Notes

TNE Exploratory grant - Bangladesh

November 2024

Call for TNE Exploratory Grants

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Country: Bangladesh

1. Going Global Partnerships

Going Global Partnerships supports universities, colleges, and wider education stakeholders around the world to work together towards stronger, equitable, more inclusive and internationally connected higher education, science and TVET.

Through international partnerships, system collaborations and opportunities to connect and share, we enable stronger transnational education, more collaborative research, higher quality delivery, enhanced learner outcomes and stronger, internationalised, equitable and inclusive systems and institutions.

We help to strengthen higher education and TVET in five core areas:

- **Enabling research** – supporting research, knowledge, and innovation collaborations to address local and global challenges and promote inclusive growth.

- **Internationalising higher education and TVET** – supporting systems, institutions, and individuals to benefit from internationalisation, including enabling transnational education and system alignment.

- **Strengthening systems and institutions** – improving the quality and efficiency of higher education and TVET institutions and systems.

- **Enhancing learner outcomes** – addressing the qualities of the global graduate, including soft skills, employability, and community outcomes.

- **Increasing equality, diversity, and inclusion** – making higher education and TVET more accessible, equitable and accountable.

See open and upcoming Going Global Partnerships opportunities on our portal. Opportunities are being launched continually, so please check this page regularly.

1.1 Definition of Transnational Education (TNE)

In this call 'UK TNE' refers to UK tertiary qualifications delivered outside of the UK. These include all types of formally recognised academic awards, such as degrees, diplomas and certificates granted by tertiary education institutions on successful completion of a programme of study, including:

- higher education and technical and vocational education and training (TVET) awards

- professional awards

- micro-credentials or certificates of learning outcomes from short-term learning experiences (including certified short courses and training).

There are four common award models:

- *Validation:* where an overseas partner designs their own programme, but the award is from the UK institution.

- *Franchise:* where a UK institution's programme is run by an overseas partner in the same way it would be delivered in the UK.

- *Joint award:* where the award is given jointly by two (or more) institutions.

- *Dual (or double) award:* where an award is given by both the UK institution and one or more partners.

1.2 Objectives and outcomes

All TNE Exploratory awards will address one or more of the following overarching objectives and priority themes:

- contribute to long-term and **sustainable institutional change** that promotes a more inclusive access to high **quality education** through TNE.

- stimulate innovative approaches to addressing **barriers** to TNE in higher education institutions in the UK and partner countries.

- support TNE initiatives that promote positive **changes in the local education systems**, considering their context and needs, and creating a more inclusive and **accessible international education environment** that contributes to the **SDGs.**

2. Call Name: UK- Bangladesh TNE Exploratory grants

Maximum value of this grant	£25,000
Number of grants expected to be funded in this call	2
Deadline for applications	21 December 2024
Contact for further information	GoingGlobalpartnershipsTNEBD@britishcouncil.org

2.1 About the Grant call

Transnational Education (TNE), when UK tertiary qualifications are delivered outside of the UK, is strongly relevant to the British Council's purposes of encouraging educational co-operation between the United Kingdom and other countries and supporting the advancement of United Kingdom education and the education standards overseas, as it involves partnerships and collaborations at individual, institutional, and national levels, and it creates opportunities to young people around the world.

The British Council worked with key stakeholders and launched in November 2023 the Transnational Education Strategy where our aim to facilitate and develop scalable and sustainable UK TNE globally is highlighted. The TNE strategy also aligns with, and supports the UK government's International Education Strategy in tackling barriers to TNE.

In this context and recognising that TNE exists in a continuous evolving higher education landscape, the **TNE Exploratory grant** aims to advance collaborations between the UK and Bangladesh. Through these institutional partnerships, partners will work together to progress or accelerate the internationalisation of the higher education sector. This funding opportunity will also support key actions from the TNE Strategy

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2.2 Overview

The Going Global Partnerships TNE Exploratory grant will support higher education institutions to become more international and raise their quality education in a more inclusive way.

The TNE Exploratory grant expects to support **2 projects** of between £20,000 and £25,000 in value each, for **12 months**, starting from **12 February 2025.**

The fund will prioritise partnerships that focus on one or more of the **priority themes** from the TNE strategy:

- Creating an enabling environment for TNE in Bangladesh and strengthening the quality of TNE

- Contributing to the removal of barriers to TNE and supporting or creating new opportunities

- Supporting TNE to contribute to the transformation of local education systems and contribute to the Sustainable Development Goals (SDGs)

Intersectional proposals, that address one or more of the priority themes above and embeds in the project one or more Equality, Diversity and Inclusion areas are encouraged (e.g. gender, age, disability, ethnicity, religion, socio-economic background etc.).

Awards will support partnerships between eligible UK institutions and partner institutions in **Bangladesh.** The proposal must be prepared jointly by leads from both institutions but submitted by the Lead from the UK Institution.

TNE Exploratory activities can be in any discipline or cross-discipline; and should respond to country needs and meet the **criteria** specified under **"Eligibility criteria for institutions"** in this document.

Possible partnerships could include but are not exclusive:

Priority theme	Possible partnerships
Creating an **enabling environment** for TNE in other countries and **promoting the quality** of UK	• Partnerships that aim to develop new TNE joint projects between UK and Bangladesh or build on existing partnerships and insights from previous round of TNE grants, with the aim to further strengthen its reach and impact, advance collaboration and enhance capacity in TNE in targeting development areas. • Partnerships that aim to co-create curricula relevant to the country's needs and/or deliver a pilot joint teaching that will contribute to increase both partner institutions' degrees or professional qualifications quality. • Projects that include capacity building of academics and staff via training and development programmes for local faculty (can include faculty exchange programme), enhancing the teaching quality and pedagogical approaches and supporting the exchange of knowledge, expertise and best practices which will contribute to stronger TNE • Partnerships that aim to develop one or more forms of TNE, including dual, double and joint degrees.
Creation of new opportunities and helping to overcome barriers to TNE	• Partnerships that aim to work together towards the recognition of UK degrees, including online and blended learning programmed. This could include the design and facilitation of policy dialogues to enhance the regulatory framework and quality assurance of TNE and degree recognition. • Partnerships that aim at or encourage the diversification of UK TNE provision by addressing barriers to academic and research qualifications. • Partnerships with the aim to develop communities of practice with focus in information sharing, mutual learning and developing collective capacity for further or new international collaborations • Partnerships that focus on developing processes, frameworks and guidelines for TNE collaboration, including quality assurance mechanisms. • Projects that focus on capacity building for emerging higher education leaders, which can lead to system reforms and removal or barriers to TNE and international partnerships, with emphasis on system alignment and quality assurance.

Priority theme	Possible partnerships
Creating an **enabling environment** for TNE in other countries and **promoting the quality** of UK	• Partnerships that aim to develop new TNE joint projects between UK and Bangladesh or build on existing partnerships and insights from previous round of TNE grants, with the aim to further strengthen its reach and impact, advance collaboration and enhance capacity in TNE in targeting development areas. • Partnerships that aim to co-create curricula relevant to the country's needs and/or deliver a pilot joint teaching that will contribute to increase both partner institutions' degrees or professional qualifications quality. • Projects that include capacity building of academics and staff via training and development programmes for local faculty (can include faculty exchange programme), enhancing the teaching quality and pedagogical approaches and supporting the exchange of knowledge, expertise and best practices which will contribute to stronger TNE • Partnerships that aim to develop one or more forms of TNE, including dual, double and joint degrees.
Supporting TNE to contribute to the transformation **of local education systems** and contribute to the Sustainable Development Goals (**SDGs**)	• Partnerships that provide support on the creation of a more inclusive, modern and global quality curricula which is relevant to and embedded in the local context and environment. • Partnerships that focus in developing courses that can enhance employability skills and prospects • Partnerships that aim to widen access to tertiary education for disadvantaged, less privileged and excluded individuals and communities. • Projects aiming to help diversify UK TNE provision, expanding the UK TNE base and widening access to learners, institutions and partners. • Projects that promote TNE through focus themes of shared interest relating to the SDGs

3. Eligibility criteria for institutions

Proposals must fulfil the following criteria in order to be eligible for funding under this call:

ELIGIBILITY CRITERIA – GENERAL	Y/N
Each proposal must have both: • one Higher Education Institution Lead in the UK; and • one Higher Education Institution Partner in Bangladesh as a minimum. • The proposal must be prepared jointly by leads from both institutions but submitted by the Lead from the UK Institution,	

UK Lead institution must be one of the following:
 	
• Higher Education provider with <u>degree awarding powers</u>.
 	
  ▪ England - Check the 'awarding degrees' drop down section on the specific provider's entry on the <u>OFS register.</u> The OFS register lists all institutions which offer UK degrees, not all of which have degree awarding powers.
 	
  ▪ Northern Ireland – https://www.nidirect.gov.uk/articles/universities-and-colleges-northern-ireland
 	
  ▪ Scotland – https://www.gov.scot/policies/universities/
 	
  ▪ Wales – https://www.gov.uk/check-university-award-degree/recognised-bodies-wales	

Overseas lead institution must be: • A Higher Education provider, as locally defined. • Not-for-profit research institutions, establishment and organisations, as locally defined	
The UK Lead institution must have the capacity to administer the grant. They need to submit a support letter to confirm their capacity The Lead institution in Bangladesh also must have the capacity to receive funds and administer the grants which must be confirmed by a support letter from their institution. They need to submit a support letter to confirm their capacity, which must be signed by the head of the department or institution.	
The partnership can include in their proposals Associated Partners (from both the overseas county and the UK) affiliated with: • Higher Education providers/ Universities • Not-for-profit research institutions, establishment and organisations (in UK please refer to **Annex 1**) • Technical vocational education and training (TVET)/ Further Education (FE) providers	

• Other education organisations	
• Not-for-profit organisations, including Non-Governmental Organisations (NGOs)	
• For-profit/commercial organisations, including small and medium enterprises (SMEs)	
• Full campuses, study centres or branch campuses of foreign university	
• Government organisations	
• Employer organisations and industry bodies	
For-profit non-education organisations are not eligible to receive any grant funds, except to cover travel-associated costs. The proposal must clearly define their contribution to achieving call objectives.	

Please send an enquiry to GoingGlobalpartnershipsTNEBD@britishcouncil.org if you are in doubt about the eligibility of your organisation.

Eligibility checks will be applied to all applications after the grant call closes. Those which are not led by an eligible institution will be rejected during these checks.

4. Funding

The **TNE Exploratory grant** expects to support at least **2** projects of between £20,000 and £25,000 in value each, for a 12-month period, starting from **12 February 2025**.

Funds will be disbursed in full and directly to the Contracting Institution from the UK (UK Lead institution), according to the approved final budget. Applicants may be asked to adjust their budget if their request does not fit within funding guidelines or if this is considered not appropriate by the application reviewers.

For an equitable partnership, the Contracting Institution from the UK should be able to timely transfer funding to the non-UK partnering institution(s) for activities which support the objectives of the collaboration and the overall project, allowing activities implementation to be implemented without delay. It is essential that proposals demonstrate an equitable distribution of the spending budget, which can vary slightly depending on the activities and partners involved.

The maximum duration of the proposed collaboration is 12 months. Funding, if approved, begins from signature of the Grant Agreement by the British Council. Project start and end dates are provided in the Grant Agreement. The British Council Grant Agreement will be signed with the Lead Applicant in the UK, who is then wholly responsible for the financial and logistical administration of the project (including the organisation of visits to / from the UK, and the disbursement of any funds required for participating institutions).

Grant Agreements will include a requirement to fulfil a detailed monitoring and evaluation process with the British Council where all non-financial contributions would have to be supported by the relevant documentation. This framework will be the mechanism by which quality control of project implementation is achieved.

To ensure value for money, the budget requested in your proposal (including human resource costs) should cover only costs that are essential, appropriate, and relevant to the implementation of the capacity strengthening activities

All proposals are expected to clearly outline a plan for the communication of project's results with wider HE audiences, including authorities from participant HEIs, sector agencies and bodies, government officials and other relevant HE actors from Mexico and the UK.

Please note that the grant(s) that allow for-profit associate partners, they are only eligible to receive funds to cover travel-associated costs. Funds to be allocated for all travel can be up to 20% of the total grant per project.

In some cases, the local partner can also provide funding to the partner country institution. While matching funds are encouraged, they are not mandatory and will not influence the scoring system.

TNE Exploratory grant is intended to contribute to the direct costs of establishing and operating your collaboration and implementing the jointly planned capacity-strengthening activities (that is, costs directly related to implementing activities contained in the proposal). Please complete the budget spreadsheet provided on the call website with the project cost details.

4.1 Ethics

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

In the 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.

Please refer to the Research Councils UK 'Policy and Guidelines on Governance of Good Research' (https://www.ukri.org/wp-content/uploads/2021/03/UKRI-050321-PolicyGuidelinesGovernanceOfGoodResearchConduct.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 for further guidance.

5. Safeguarding and protecting adults at risk

The British Council is committed to safeguarding children and adults at risk and to upholding their rights in accordance with all applicable legislation and statutory guidance. As part of that commitment, we require that all staff, and those we work with, including partners and suppliers, operate within our Safeguarding Policy which articulates our approach to protecting children and adults at risk and promoting their wellbeing.

We have robust systems and procedures in place to both prevent incidents (covering, for example, the recruitment of appropriate staff, training and support given so that staff can work safely, and standards regarding the way in which we carry out activities) together with responsive actions necessary to address situations where we become aware that a child or an adult at risk may have been harmed. As part of our policy, all countries have a named Safeguarding Focal Point (SFP) who is supported by a Regional Safeguarding Manager (RSM) and the British Council Safeguarding Team.

For further information please see: https://www.britishcouncil.org/about-us/how-we-work/policies/safeguarding

6. Impact on the Environment

The British Council is committed to minimising its environmental impact. For this call, we have developed a set of questions in the application form which will enable us to understand the expected impact of a proposed project on the climate (and environment more broadly). We welcome information from Applicants regarding environmental considerations such as reducing carbon emissions for their projects (for example, alternatives to national or international travel such as virtual delivery), minimising waste or promoting resource efficiency.

Please note, that responses to these questions will not form part of the grant assessment criteria and will not be subject to peer review. The British Council collects this information for internal purposes only.

Please contact us via email (GoingGlobalpartnershipsTNEBD@britishcouncil.org), if you have any queries about the environmental impact section

7. Privacy Notice

The British Council and UK partners comply with UK GDPR and the UK Data Protection Act 2018 and data protection laws in other countries that meet internationally accepted standards. The British Council will use the information that you provide for the purposes of processing your application, making any awards and the monitoring & review of any grants. The legal basis for processing your information is agreement with our terms and conditions of application (contract).

We may share all application data with our funding partner in the UK or national partner organization in

order to assist with management of the application process. The reason for this is that in countries where we work with partner organisations, the final decision on the grants will be made in consultation with them. We may share selected non personal data with agencies responsible for monitoring and evaluation of the TNE Exploratory Grants.

Your information will not be used/shared beyond the partners listed above for any other purpose without your specific consent. British Council and its partners reserve the right to publish and share anonymized aggregated information with stakeholders.

Organization 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. We will keep your information for a period of seven years after the project.

8. Application Process and Documentation

All applications should be sent to: GoingGlobalpartnershipsTNEBD@britishcouncil.org

The **deadline** for applications is **23:59** (UK BST time) on **21 December 2024**– we recommend that you send at least an hour before to avoid any last-minute technical glitches.

Due to the volume of applications, we receive, any application received after specified deadline will be considered **ineligible.**

Applicants must ensure all documentation listed in the Pre-submission Checklist is included, as incomplete applications will be immediately regarded as ineligible.

8.1 Frequently asked questions

Q: The colleague who needs to sign off the approval is not available to provide the letter of support so I could not submit it.

A: Each grant call is open for over a month – during this time you should be able to get somebody with delegated authority to approve your intention to submit the application.

Q: I am unable to get one of the CVs for the leads at an institution

A: Each grant call is open for over a month – during this time you should be able to get your supporting documentation from partners.

Q: Why are you asking for our bank details at the application stage before the grants are confirmed?

A: This is simply to expedite payment should your application be successful. Your institution may have been awarded a grant previously, but your account details have changed. Your bank details will not be added/checked against our finance systems until the application outcomes are known and if you are unsuccessful, they will not be retained.

9. Application Form

Applications must only be submitted using the application form supplied within the Grant Call Documentation. Word limits must be followed, and text over the word limits will not be read.

9.1 Gender and EDI Statements

Applicants are encouraged to ensure equal opportunities in the teams implementing their proposed activity. Applicants may apply for additional funding to cover any specific requirements necessary to ensure full participation.

Please make additional costs in the 'human resources' section of the budget request within your application. These will be considered on a case-by-case basis.

Please contact us for further information on the British Council's approach. See our Equality Policy here: https://www.britishcouncil.org/about-us/our-values/equality-diversity-inclusion

9.2 Gender Equality

To 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.

9.3 Gender Equality Statement

Applicants are required to consider the impact their project will have on gender and provide a gender statement. 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.

Below are the project aspects that can be taken into consideration for the gender statement but not limited to.

- Outputs
- Outcomes
- Make-up of the project team; participants, stakeholders and beneficiaries of the project
- Processes followed throughout the project.
- Budget
- Risk
- Measures taken to facilitate the participation of people from different genders

The statement is part of the equality, diversity and inclusion (EDI) assessment criterion in this call.

The following questions should be answered when writing the statement:

- 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 activities.

- 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)?

- At what stage of the gender journey will the project start, and where you aim to be at the end of it.

Guidance - Gender Assessment classification

Gender Assessment	Descriptors
Gender blind / unaware	The specific issues affecting women are not identified at project design stage. They may only refer to issues affecting 'people,' 'communities,' 'youth,' 'audiences' etc., rather than breaking these groups down by sex. There is *no gender analysis* of the wider context and it is not clear how women, girls, men and boys are differently affected by a particular issue.
Gender neutral	The differential needs of women and men are identified in the project documents or by stakeholders but are *not addressed* in the project activities.
Gender sensitive	A robust gender analysis has been undertaken to understand the different barriers facing women, girls, men and boys using sex-disaggregated data. Specific solutions to address the needs and concerns of women and girls are included in the project activities and outcomes. Activities focus on women's practical needs to improve their *condition* in their everyday lives.
Gender transformative	There is an attempt to challenge the root causes of gender discrimination by, for example, addressing discriminatory gender norms, stereotypes and unequal power relationships between the sexes. Activities might focus on more strategic needs that improve the *position* of women and girls in society.

Not all questions will be applicable. If a question is not applicable, you will need to articulate the reasons why.

Applicants are encouraged to check the "**Guide to addressing gender equality**" document.

British Council reserve the right to reject the application if inadequate consideration has been given to gender equality or if the proposal is assessed to result in a negative impact for gender equality.

10. Budget Sheet

Budgets must only be submitted using the Budget Sheet supplied within the Grant Call Documentation. A list of Eligible and Ineligible costs can be found in **Annex 2**.

The total grant fund will be issued based on the budget provided. The total quoted grant budget provided by applicants is the full estimated costs of delivering the grant project (with VAT included).

All grant funds are issued based on the total budget provided by the Lead institutions. Enquiries regarding reclaiming VAT is not a guidance that the British Council can advise on. We recommend speaking to your finance team on this.

If you have submitted a budget exclusive of VAT, kindly note grants are capped, and your grant total will be considered in line with your submitted total budget.

Section 1 – Human Resource/Staff Costs

- There is a cap set at 30% of the total grant staff costs.

- List all Contracting and Partnering institution staff working on the project

    o Permanent staff are employed by the hosting institution, with a contract that will outlast the project grant and reporting period. These are permanent academic (full time staff member) employed by the institution.

    o Project staff are employed on or temporarily assigned to the project, often on fixed term, part time or short contracts, usually with more of their time dedicated to the work.

- The number of units multiplied by the unit rate will populate Column H. In Column I confirm how much of this total is it intended be covered by the grant. Be clear how any residual costs will be covered if not entirely by the grant.

- If the entire cost is not being covered by the Grant, a residual amount will populate in Column J, and you will explain how this amount is being covered in Column K.

- In Column M you confirm how staff costs are monitored/controlled for Audit purposes.

Section 2 – Expertise Costs

Sometimes Grant applicants wish to budget for non-institutional Staff costs (e.g. Consultants, Industry experts, advisors, Associate partners etc.). These costs included in Section 2.

- There is a cap set at 20% of the total grant being applied for

- The number of units multiplied by the unit rate will populate Column H. In Column I confirm how much of this total is it intended be covered by the grant. Be clear how any residual costs will be covered if not entirely by the grant.

- If the entire cost is not being covered by the Grant, a residual amount will populate in Column J, and you will explain how this amount is being covered in Column K

- In Column M you confirm how staff costs are monitored/controlled for Audit purposes

Section 3 – International Travel and Subsistence

- There is a cap set at 20% of the total grant being applied for

- Supply details of approximate costs/allocation for your travel and subsistence costs. Be clear how any residual costs will be covered if not entirely by the grant.

- Read Annex 2 for guidance on permitted costs

- As per sections 1 and 2 – clarify what portion of these costs is it intended be covered by the grant and how any residual costs are to be funded

Section 4 – Operational and Activity Costs

- In section 4 you can give the approximate costs/allocation you intend to use for specific activities. Be clear how any residual costs will be covered if not entirely by the grant.

- Read Annex 2 for guidance on permitted costs

- Domestic travel associated with the activities should be accounted for in this section

- As per sections 1, 2 and 3– clarify what portion of these costs is it intended be covered by the grant and how any residual costs are to be funded

Section 5 – Marketing and Communication Costs

- In section 5 you can give the approximate costs/allocation you intend to use for any Marketing and Communications aspects of your proposal. Be clear how any residual costs will be covered if not entirely by the grant.

- Read Annex 2 for guidance on permitted costs

- As per the previous sections– clarify what portion of these costs is it intended be covered by the grant and how any residual costs are to be funded

Section 6 – Miscellaneous and Additional Costs

- In section 6 you can give the approximate costs/allocation you intend to use for any elements not covered in sections 1-5. Be clear how any residual costs will be covered if not entirely by the grant.

- Read Annex 2 for guidance on permitted costs

- Typically applicants use this section to show administrative costs e.g. international bank transfer costs associated with grant disbursements to partners etc

10.1 Budget Summary

After Section 6 a summary of the sections above will self-populate.

Column I shows a section by section summary of the costs you have indicated will be covered by your grant if you application is successful.

Column J will flag any issues. If for sections 1-3 the box turns <mark>green</mark> and displays "This is within the funding rules" then no action is required.

If however, the box turns <mark>red</mark> it will give a message to highlight what the issue is e.g. "This is outside the 30% funding rules" or "This is outside the 20% funding rules" and you must return to the appropriate section and revisit your proposed budget.

Any budget sheet submitted that contains red warnings will be returned and may jeopardise your application.

The last row of the Budget Sheet will show in Column G, the grant amount you are applying for and in Column I the total budget you are intending to submit.

- If your planned budget exceeds the grant you are applying for you will see a warning message stating, "Your budget exceeds the grant you have requested – please review your budget before submitting"

  - You cannot budget for more than the value of the grant and if your budget sheet is submitted with this warning it will be returned and may jeopardise your application

- If your planned budget is lower than the grant you are applying for you will see a warning message stating, "Your planned budget is less than the grant you have requested – do you need to review your budget to ensure everything has been included"

  - If this is the case you could either revisit the grant you are claiming and reduce it to your planned budget; or revisit your budget to ensure you haven't miscalculated

  - If you submit your application with this message your application will still be considered – but on the basis of your proposed budget and not the grant figure so please ensure you are happy that you have not missed anything.

11. Selection Process

- All applications received by the deadline will be logged and acknowledged – if you have not received an acknowledgement within seven working days please check your spam folder for messages from GoingGlobalpartnershipsTNEBD@britishcouncil.org If you have not received any acknowledgement of receipt of application, please contact us with details.

- Applications will be reviewed for completeness – if we do not have everything requested in the Pre-submission Checklist your application will be declared ineligible and not proceed to next stage. We receive large volume of applications so will not be able to notify you at this stage.

- **Applications will be assessed on the basis of assessment criteria specified below by a panel of subject experts.**

- Top ranked applications will be selected and will be notified about their selection for contracting and disbursement of grants

- Unsuccessful applications can be notified at a later stage. You can ask for feedback to your application by writing to GoingGlobalpartnershipsTNEBD@britishcouncil.org

12. Assessment Criteria

PROJECT QUALITY AND RELEVANCE	Score	Range
	35%	**0–20**
The proposal contributes to both partner country's needs through structural and institutional change and correlates with overall TNE Exploratory grant **objectives and expected outcomes**, clearly contributing to advance TNE. (this statement will have a higher weight within this section) The importance of the project focus area to the Lead institutions is clearly demonstrated and it meets country's TNE priorities and capacity strengthening needs to further internationalise their institutions. The proposal identifies clear benefits and impact to both Lead institutions and stakeholders involved, including leadership, staff, students and the wider community in both countries. The proposal shows how to kickstart and/or accelerates long-term strategy to address some existing barriers to TNE in both Lead institutions and/or sector. The proposal clearly states how the activities can contribute to structural change in promoting a more inclusive TNE and quality education in the Lead institutions and how the project is relevant at a local/regional/national level.	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets the majority of the criteria to a very high level **11 to 15 points:** Meets the majority of the criteria to a high level **6 to 10 points:** Meets the majority 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.	

METHODOLOGY AND DESIGN	Score	Range
	30%	**0–20**
The activities are well planned and defined. The proposal contains clear, feasible, and realistic objectives, as well as potential for long term impact in promoting a more inclusive international environment for TNE. Lead institutions clearly articulate specific outputs anticipated from the collaboration defining how they will be achieved and how they support the priority themes for this call. The timelines are realistic and there is an effective monitoring and evaluation framework in place, with clear indicators defined to show how the project aims to make changes. The methodology has been clearly articulated and is achievable within the given timeframes and activities described. Risks and any mitigation strategies have been clearly defined.	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets the majority of the criteria to a very high level **11 to 15 points:** Meets the majority of the criteria to a high level **6 to 10 points:** Meets the majority 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.	

RESOURCES	Score	Range
	10%	**0–20**
The proposal represents value for money and all costs are fully justifiable. This means that proposal must achieve the best possible outcomes with the funding and resources available, while ensuring funding and resources are used effectively, economically and without waste. The proposal shows equity in the budget distribution with planning costs clearly distributed within the defined caps. The proposal's aims are commensurate with the experience of the individuals involved in the project demonstrated by a clear definition of roles and responsibilities. The Lead institutions have sufficient relevant experience to lead the proposed activities and achieve the stated objectives, supported by an implementing team with the required expertise. The proposal offers development opportunities for staff who are under-represented in senior roles. This includes measures to ensure equal and meaning opportunities for people of different background, races, faith background, ages, gender, sexual orientation, and dis/ability to be involved throughout the project. This includes involvement as people who run the project, project activity participants and also beneficiaries.	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets the majority of the criteria to a very high level **11 to 15 points:** Meets the majority of the criteria to a high level **6 to 10 points:** Meets the majority 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.	

Project sustainability and plans for continued partnership	Score	Range
	25%	**0–20**
The proposal includes a possibility of scalable TNE, where programmes can be expanded after an initial pilot phase to reach significant numbers of students and widen access to in-demand subjects. The proposal focuses on development towards TNE programmes that 'meet the needs of the present without compromising the ability of future generations to meet their own needs' (United Nations Brundtland Commission19). The proposal focuses on capacity strengthening to address TNE challenges in areas of immediate relevance to both partner country's professionals, academics and their sectors, enabling further internationalisation of their intuitions. There is a clear plan for how the benefits of the activity(s) will be developed within or beyond the institutions, whether at a local/regional/national level The proposal includes a clear and feasible description of how the Lead Applicants institutions intend to sustain their collaboration over the longer term to ensure the outcomes are sustained beyond the funding period. This can include the Associate Partners involvement to aid in sustaining the activity outcomes. There is a planned mechanism for the dissemination of the results which will enable sharing TNE practices and learning.	**20 points:** Meets all criteria to an exceptional level **16 to 19 points:** Meets the majority of the criteria to a very high level **11 to 15 points:** Meets the majority of the criteria to a high level **6 to 10 points:** Meets the majority 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	100%

13.Key Milestones

The timeline for the TNE Exploratory grant is as follows:

Milestone	Timelines
Call opens	7 November 2024
Deadline for clarification questions submitted by applicants	7 December 2024
Deadline for application submission	21 December 2024
Results announcement	15 January 2025
Grant Agreement (contracts) signed	26 January 2025
Period of grant payments	6 February 2025
Project implementation and launch	12 February 2025
First Progress report submission	31 August 2025
Project end date	12 March 2026
Final report submission	17 April 2026

All dates may be subject to change if the call receives significantly more applications than expected. If timelines change, applicants will be contacted.

No project activities can take place after the project end date. In the odd chance project planned activities timelines are required to be adjusted, an official request must be submitted in advance to GoingGlobalpartnershipsTNEBD@britishcouncil.org

14. Application Requirement

The applications must clearly identify how the proposed activities will contribute to achieving/enhancing the overall objectives of the project.

Applications must include:

- A breakdown of the budget requested.
- Information on how the proposed capacity strengthening activities will promote inclusion, gender equality, environmental responsibility, and diversity.
- A detailed activity plan of activities, including timeline, milestones and division of roles and responsibilities.
- A detailed plan for monitoring and evaluation.
- A detailed plan for dissemination of the results and sustainability of the project. This should include a description of the means and resources that will be used to sustain the activities beyond the duration of the grant.

In addition to filling in the application form, applicants are required to submit:

- **Letters of support:** one from Lead Applicant's institution in the UK, and one from each Partner Institution in Bangladesh. All letters on headed paper, signed by the Head of Institution, Head of Department, or other person with appropriate delegated authority, expressing specific commitment to the proposed project, confirming capability of the Lead Applicant is suited to the project content,

and confirming the capacity of the UK institution to administer the grant.

- **CVs** for both UK Lead and Bangladeshi Partner Applicants.

- Completed **budget spreadsheet** (template available on the British Council call webpage).

- If the proposal includes Associated Partners, further information is required on Associated Partners of up to 300 words per partner, summarising the organisational and individual skills, knowledge and experience each partner will bring to the project and the role they will take.

If you experience problems with accessing the application form or any key document, please contact GoingGlobalpartnershipsTNEBD@britishcouncil.org **before** the submission deadline. If you alert us to technical issues only after the deadline, we may not be able to take them into consideration when assessing the eligibility of your application.

Before the completed applications can be submitted, applicants will be asked to confirm on the form that they have:

- Obtained permission to submit the proposal on behalf of the Lead Institution in the UK and of partner institution in Bangladesh. This must be confirmed by attaching Letters of Support from the respective institutions signed by the Head of institution or person with appropriate delegated authority.

- Confirmed the UK Lead Institution's willingness to receive the funds and to sign a grant agreement with the British Council.

- 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.

Once the application is submitted, you should expect to receive an email acknowledging receipt.

15. Pre-Submission Checklist

The application has been submitted by the applicant by the published deadline.	
The application is completed in full.	
The application form and supporting documents have been completed in English.	
Contracting institution is eligible (see Eligibility section).	
The applicants have included supporting letters from each of the Contracting and Partnering Institutions, on headed paper, signed by the Head of Department or other person with appropriate delegated authority, giving specific commitment to the project. Supporting letters must be in English, and not be signed by Lead Applicant(s). As stated in these guidelines, email versions of letters are acceptable.	
Lead applicants must have the capacity to administer a grant and satisfy British Council requirements to prevent bribery, fraud and professional misconduct. Applicants confirm that they comply with British Council requirements by responding to Pre-submission Confirmation in the application form.	
Applicants have submitted a detailed budget request using the budget spreadsheet provided with the grant call documents on our funding call page.	
Applicants have submitted a CV for both Lead Applicants.	
Human resource costs: Staff costs for personnel working directly on the grant funded project limited to 30% of the grant to be awarded.	
Expertise costs: Limited to 20% of grant to be awarded.	
International travel costs: Limited to 20% of the grant.	

16. Applicant screening

In order to comply with UK government legislation, the British Council may at any point during the application process, carry out searches of relevant third-party screening databases to ensure that neither the applicant institutions nor any of the applicants' employees, partners, directors, shareholders are listed:

● as an individual or entity with whom national or supranational bodies have decreed organisations should not have financial dealings;

● as being wanted by Interpol or any national law enforcement body in connection with crime;

● as being subject to regulatory action by a national or international enforcement body;

● as being subject to export, trade or procurement controls or (in the case of an individual) as being disqualified from being a company director; and/or

● as being a heightened risk individual or organisation, or (in the case of an individual)a politically exposed person.

If the applicant or any other party is listed in a Screening Database for any of the reasons set out above, the British Council will assess the applicant as ineligible to apply for this grant call.

The applicant must provide the British Council with all information reasonably requested by the British Council to complete the screening searches.

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

Please consider flexible and technological solutions to progress activity for planned work where feasible.

17. British Council contractual requirements

• The contracting authority 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 Grant Agreement Holder for the partnership will be the Contracting Institution.

• The successful applicants will be expected to undertake activities in the UK and in the overseas countries listed in these guidelines.

• 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.

• (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.**

- In the event that you have any concerns or queries in relation to the Grant Agreement, you should submit a clarification request to GoingGlobalpartnershipsTNEBD@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.

18. Monitoring and reporting

Lead partners and associates are required to submit two reports to the British Council, please refer to Key milestones for dates.

Report templates will be provided. Please note if the progress report or final report is not completed on time, the British Council will reserve the rights to recoup funds or not give future instalments of funds that are due.

Applicants are also expected to report gender and disability characteristics of participants, where possible. The categories used are

Gender	Self-declared disability (Do you consider yourself to have any disability?)
- Female - Male - Others - Prefer not to say	- Yes - No - Prefer not to say

The British Council will conduct regular monitoring and evaluation, including the commission of independent evaluations for selected activities of strategic importance to the project.

A record should be kept of project activities, contracts, expenditures, financial transactions, and other important documentation for external auditing purposes.

Annex 1 – List of eligible not-for-profit research institutions, establishment, and organisations

Please note that where organisations have both for-profit and not-for-profit arms, it must be clear that this grant is held and administered by the not-for-profit arm of the organisation.

- Alan Turing Institute
- All NHS Trusts, hospitals, boards, primary care trusts and GP practices
- Animal and Plant Health Agency
- Anthony Nolan
- Armagh Observatory

- Babraham Institute
- BirdLife International
- British Film Institute
- British Institute of International and Comparative Law
- British Library
- British Museum
- British Trust for Ornithology
- Butterfly Conservation
- CABI (Centre for Agriculture and Bioscience International)
- Cambridge Arctic Shelf Programme
- Cambridge Crystallographic Data Centre
- Cell and Gene Therapy Catapult
- Centre for Environment, Fisheries and Aquaculture Science
- CERN
- Chatham House (Royal Institute of International Affairs)
- Culham Centre for Fusion Energy (part of UK Atomic Energy Authority)
- Defence Science and Technology Laboratory
- Diamond Light Source
- Earlham Institute
- Earthwatch Institute
- Environment Agency
- European Bioinformatics Institute
- European Synchrotron Radiation Facility
- Fera Ltd
- Forest Research
- Health and Safety Executive PSRE
- Health Data Research UK
- Historic Buildings and Monuments Commission for England
- Historic Environment Scotland
- Historic Royal Palaces
- HR Wallingford Group

- Imperial War Museum
- Institute for Fiscal Studies
- Institute of Development Studies
- Institute of Occupational Medicine
- International Institute for Environment and Development
- Isaac Newton Group
- John Innes Centre
- Joint Astronomy Centre
- Joint Nature Conservation Committee (JNCC)
- London Institute for Mathematical Sciences
- Malaria Consortium (UK)
- Manufacturing Technology Centre
- Marine Biological Association
- Marine Scotland Science
- Medicines and Healthcare products Regulatory Agency (MHRA)
- Moredun Research Institute
- MRC Harwell Institute
- MRC Laboratory of Molecular Biology
- MRC London Institute of Medical Sciences
- Museum of London Archaeology
- National Archives
- National Centre for Social Research
- National Foundation for Educational Research
- National Gallery
- National Institute of Agricultural Botany
- National Institute of Economic and Social Research
- National Maritime Museum
- National Museum Wales
- National Museums Liverpool
- National Museums of Scotland
- National Nuclear Laboratory
- National Oceanography Centre

- National Physical Laboratory
- National Portrait Gallery
- Natural England
- Natural History Museum
- NERC British Antarctic Survey
- NERC British Geological Survey
- Nesta
- Office for National Statistics
- Overseas Development Institute
- Plymouth Marine Laboratory
- Public Health England
- Quadram Institute Bioscience
- RAND Europe Community Interest Company
- Rosalind Franklin Institute
- Rothamsted Research
- Royal Botanic Gardens – Edinburgh
- Royal Botanic Gardens – Kew
- Royal Society for the Protection of Birds
- Royal United Services Institute for Defence and Security Studies
- Science and Advice for Scottish Agriculture.
- Science Museum Group
- Scottish Association for Marine Sciences
- Sightsavers
- STFC laboratories
- Tate
- Tavistock Institute of Human Relations
- The Faraday Institution
- The Francis Crick Institute
- The James Hutton Institute
- The Manufacturing Technology Centre Ltd
- The National Trust

• The Office of the Health Economics
• The Pirbright Institute
• The Resolution Foundation
• The Royal Shakespeare Company
• The Welding Institute
• Transport Research Laboratory
• UK Astronomy Technology Centre.
• UK Centre for Ecology and Hydrology
• Victoria and Albert Museum
• Wellcome Trust Sanger Institute
• World Conservation Monitoring Centre
• Young Foundation
• Zoological Society of London, Institute of Zoology.

If you believe your research organisation is eligible but is not on this list, please contact us via GoingGlobalpartnershipsTNEBD@britishcouncil.org before submitting a proposal for this call.

Annex 2 – Eligible and ineligible costs

Eligible costs

The following costs are eligible for funding:

- Travel: Travel (economy class) and subsistence costs to the UK/partner country, visa fees, vaccinations, quarantine costs (not exceeding GBP800 per person for 14 days), medical insurance, and roaming charges during travel essential to the project, to the UK and partner country.

- Local travel in the UK and overseas (public transport to and from the airport and for meetings/visits is encouraged where possible).

- Reasonable accommodation and subsistence costs for staff when visiting their partner organisation in the UK or overseas

- Reasonable hospitality costs (excluding self-entertaining costs).

- Reasonable production costs (such as for the development of materials but excluding time spent by staff in relation thereto).

- Consultancy fee (for external procurement and up to 20% of the total project costs).

- Essential equipment for use in the project including consumables, specialist software licences essential to the collaboration, access fees for facilities or library services. Equipment must be essential to project delivery and beyond the scope of institutional provision.

- Cost of meetings, training events, workshops, public engagement events, and seminars integral to the proposal. Translation and interpreter fees.

- Publication costs directly related to the collaboration, including web page development by external providers, if appropriate. Open access publication is encouraged.

- Online platform and relevant costs for digital delivery can be included.

- Attendance at conferences or other events in the UK, partner countries, or virtual events to present the outputs and outcomes of the project.

- Monitoring and evaluation costs.

- All the foregoing activities must be directly related to the development and delivery of the agreed project. Partners will be asked to provide the British Council with information on expenditure, supported by receipts for monitoring and auditing purposes.

- The cost of staff time for full-time personnel working directly on the project, plus the costs of temporary personnel and other temporary staff recruited to work solely on the project,

Ineligible costs

The following costs are ineligible for funding:

- Full economic costs (FECs) (UK sector terminology).

- Promotional activities solely concerned with the recruitment of overseas students.

- Institutional overheads including administration fees and other indirect costs.

- Costs associated with Master's and PhD scholarships (including stipends).

- Purchase or rental of standard office equipment (except specialist equipment essential to the research). This includes IT hardware – laptops, personal computers, tablets, smartphones, Mac workstations, computer parts and peripherals, etc. Any standard hardware routinely used by researchers and academics will not be funded.

- Office software and office equipment including desks, chairs, filing cabinets, photocopiers, printers, and fax machines.

- Mobile phone costs including rental or purchase, and monthly phone bills.

- Exchange rate costs/losses and other banking-related costs.

- IP costs, patent, copyright, licensing, or other IP-related costs.

- Costs relating to the construction, procurement, or rental of physical infrastructure (e.g., office buildings, laboratory facilities). Rooms and facilities essential for routine collaboration are provided as an in-kind contribution by participating institutions. These can be detailed as an in-kind contribution in the budget breakdown.

- Entertainment costs such as gifts, alcohol, restaurant bills, or hospitality costs for personnel not directly participating in the project, excessive restaurant costs, and excessive taxi fares.

- No profit or fees must be charged to the grant.