

Going Global Partnerships

Guidance Notes

Disability Inclusion Partnerships

July 2024

Call launch date: 5 July 2024

Deadline for submitting proposals: 13 September 2024

Grant call for Disability Inclusion Partnerships

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Countries: Indonesia, Pakistan, Kenya, Uzbekistan

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.

Call Name: Disability Inclusion Partnerships

Maximum value of grant	£ 25,000
Number of grants expected to be funded in this call	At least one project each from Indonesia, Uzbekistan, Kenya and two from Pakistan
Deadline for applications	13 September 2024 23:59 UK time
Contact for further information	goingglobalpartnerships-DIP@britishcouncil.org

About the Grant Call

Background

An estimated 1.3 billion people experience significant disability. This represents 16% of the world's population, or 1 in 6 individuals (WHO, March 2023). Disability is referenced in various parts of the United Nations Sustainable Development Goals (SDGs) including Goal 4 (Education).

34 out of 193 United Nations Member States guarantee in their constitutions the right to education for persons with disabilities or providing protection against discrimination based on disability, in education (UN Flagship Report on Disability and Sustainable Development Goals 2018). Despite the progress made in recent years, gaps remain, and action is required on all fronts to *achieve Goal 4 for persons with disabilities*.

Universities play a key role in supporting SDGs and supporting the development of inclusive societies. Students and staff with disabilities in higher education remain under-represented. They face several barriers such as lack of accessibility of campus and curriculum, and discrimination, among others.

There is a growing consensus that disability inclusion¹ requires an institution-wide approach; Evans and Zhu's Disability Inclusion Institutional Framework is one example of such an approach. Government, sector organisations and higher education providers must work in unison to address the issue.

Stakeholders appreciate the benefits of diversity in research, and are committed to being more inclusive, but not much progress has been made.

'The Government should make improving diversity and inclusion in STEM—and indeed in all aspects of society—a central part of its day-to-day activities and future agenda. It's not just

¹ Disability Inclusion refers to: 'the extent to which higher education institutions (HEIs) support disabled students and staff to have equal access to university and equal opportunities to do well compared to their non-disabled peers' (Evans & Zhu, 2022).

https://inclusiveheorg.files.wordpress.com/2022/08/disability_inclusion_institutional_framework_international_2022-2.pdf

good for business, it is fundamentally about being fair, and doing the right thing. The education and research sectors must follow the Government's lead and take a systemic approach to the challenge, making the STEM ecosystem in the UK a beacon of good practice when it comes to addressing under-representation.' (Diversity and inclusion in STEM, Science and Technology Committee UK, 2023)².

Project Model

This project sits under the **Enabling Research Strand** of Going Global Partnerships and aims to support disability inclusion in research in the higher education sector. Grants will be provided to partnerships through proposals jointly submitted by a UK university (lead applicant) and at least one university in the partner country. The grant will be awarded to the UK institution, which will be responsible for the grant administration and overall project management of the collaboration. A list of themes (though not exhaustive) is given below:

- Disability in the research sector. The extent to which the research sector of higher education is disability inclusive to include consideration of intersections of disability with other individual characteristics
 - Disability and gender - disabled women in research, including career pathways, (teaching and/or research focussed roles), flexible working opportunities
- How disability inclusion is being researched within higher education and with the wider community.
 - Exploring intersectionalities and the combined impacts of disability, ethnicity, gender on individual access to learning and research opportunities.
 - Exploring the lived experiences of those with different disabilities on access to learning and research opportunities.
- How inclusive are the research environments for those persons with disabilities.
 - Inclusive infrastructure design, challenges faced by persons with disabilities, the importance of design/approaches to inclusive design, design prototypes/user testing
 - Inclusive learning and teaching in research-adjacent areas, including practical, laboratory and/or fieldwork instruction
 - Use of assistive technologies in research sector or training of persons with disabilities.
- How persons with disabilities are being supported to develop their self-advocacy skills, and the role of organisations in supporting this as part of a shared advocacy approach.

Project Design

Projects can be in the form of a research study, needs analysis, action research, content development and training of leadership/staff/students on disability awareness and inclusion, etc.

The funds are **not** meant for the procurement of technology or equipment.

For Uzbekistan

The grant will be an opportunity to build on the Inclusive University project that the British Council initiated in Uzbekistan in collaboration with the Ministry of HE, Science and Innovations of Uzbekistan. One of the outputs from the project was the development of an Inclusive University Good Practice Guide:

<https://www.britishcouncil.uz/en/programmes/education/going-global-partnerships/inclusive-university-initiative-iui-2024>

In Uzbekistan, the Disability Inclusion Partnerships Grant will support piloting of the Guide in state universities, in collaboration with UK Transnational Education (TNE) providers; specifically focusing on inclusive curriculum and student support. The focus will be on inclusive teaching and learning and inclusive infrastructures and student support and making reasonable adjustments.

A cluster model is recommended for Uzbekistan, with the lead UK university working with a group of 2-3 institutions in Uzbekistan.

Objectives

The scheme has the following objectives:

- Generating new knowledge on barriers and facilitators to participation of persons with disabilities in research in higher education environments.
- Establishing new partnerships around disability inclusion in research between institutions from the two countries OR expanding existing ones.
- Developing policy recommendations for enabling disability inclusion in higher education.
- Proposing mechanisms for strengthening capacity in teaching and learning in inclusive settings.
- Proposing models for inclusive classroom/lab/fieldwork designs and research in higher education.

Expected Outcomes

An expectation of all projects is that they should meet at **least one** of the following outcomes:

- Enhanced understanding of disability issues/intersections of disability and other individual characteristics (e.g., gender) in research activities and careers.
- Increased capacity and skills to embed disability inclusion in research.
- Development of resources and data on disability in research settings to support the development of inclusive research cultures.
- Expansion of international networks and sustainable collaborations leading to more creative solutions to tackling barriers to disability inclusion in research careers, particularly early careers and career transitions.

Project Duration and Timelines

The grant project will be of 12 months duration.

Timelines

Expected key timelines are given below:

Activities	Dates
Call for applications opens for UK institutions	5 July 2024
Deadline for clarification questions submitted by applicants	5 August 2024
Deadline for submitting proposals	13 September 2024
Selection process	September – October 2024
Announcement of results	October /early November 2024
Contract agreement signing (subject to due diligence procedures and grant disbursement)	November – December 2024
Project delivery starts	January 2025
Introductory meeting with British Council in-country staff, agreeing communication modes and frequency	January 2025
Submission of first progress report	July 2025
Project ends	December 2025
Submission of final report	February 2026

Dates may be subject to some change due to operational reasons.

It is expected the project leads will join at least one meeting with other project leads which will be facilitated by the British Council. Project leads will be notified about this as part of ongoing communication.

Project Sustainability

Grantees must outline their plans to carry forward the project beyond the funding provided under this scheme. Proposals must include how they:

- will **embed disability inclusion** within their institutions.
- any **future plans for forming of networks/community of practice**, jointly bidding for funding etc).

Eligibility Criteria for Institutions

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

ELIGIBILITY CRITERIA	Y/N
<p>Each proposal must have both:</p> <ul style="list-style-type: none"> • ONE Lead institution from ONE of these countries - Indonesia, Pakistan, Kenya, Uzbekistan, and; • ONE Lead institution from the UK • The proposal must be prepared jointly by leads from both institutions but submitted by the Lead from the UK Institution. 	
<p>The UK Lead institution must be one of the following:</p> <ul style="list-style-type: none"> • Higher Education provider with <u>degree awarding powers</u>. <ul style="list-style-type: none"> ○ 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 • Not-for-profit research institutions, establishment and organisations. (See Annex 1 for a complete list of these). 	
<p>Overseas lead institution must be one of the following:</p> <ul style="list-style-type: none"> • Higher Education provider, as locally defined • Not-for-profit research institutions, establishment and organisations, as locally defined <p>Indonesia – for Indonesia the lead institution must be an accredited Higher Education Institution, as locally defined.</p>	
<p>The Lead institution in the overseas country must have the capacity to administer the grant. They need to submit a support letter to confirm their capacity and capacity must be confirmed in the support letter.</p>	
<p>The partnership can include in their proposals Associated Partners (from both the overseas country and the UK) affiliated with:</p> <ul style="list-style-type: none"> • Higher Education providers • Not-for-profit research institutions, establishment and organisations • TVET/FE providers • Other education organisations/charities/foundations/membership bodies • Not-for-profit organisations, including Non-Governmental Organisations (NGOs) • For-profit/commercial organisations, including small and medium enterprises (SMEs) • Branch and satellite campuses of UK Higher Education providers • Government organisations • Employer organisations and industry bodies • Civil Society Organisations (CSOs) and Social Enterprise organisations 	

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.

Questions about Eligibility

Please send an enquiry to 'goingglobalpartnerships-DIP@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.

Funding

The Disability Inclusion Partnerships expects to support a total of five projects up to a maximum of £25,000 in value each, for a 12-month period, starting from January 2025.

Funds will be disbursed directly to the **Contracting Institution from the UK** 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 should ensure timely transfer funding to the partnering institution(s) from overseas for activities which support the objectives of the collaboration and the overall project, allowing activities to be implemented without delay.

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 following guidance documentation, and/or or contact us for further guidance.

- 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>)

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>

Impact on the Environment

The British Council is committed to minimising its environmental impact. For this call, we have developed a set of questions 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, 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 ('goingglobalpartnerships-DIP@britishcouncil.org'), if you have any queries about the environmental impact section.

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 UK and overseas partner institutions from countries participating in this grant call in order to assist with management of the application process. We may share selected non personal data with agencies responsible for monitoring and evaluation of the Disability Inclusion Partnerships.

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

Application Process and Documentation

All applications should be sent to: 'goingglobalpartnerships-DIP@britishcouncil.org'

The deadline for applications is **23:59 UK time on 13 September 2024** – we recommend that you submit the application early on to avoid any last-minute technical glitches.

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

Ensure you have included all of the documentation listed in the **Pre-submission Checklist** as applications will be immediately ineligible if incomplete.

Application Form

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

Applicants are encouraged to ensure equal opportunities in the teams implementing their proposed activity. For example, in ensuring those with disabilities have equal access to and opportunities to fully participate in research/collaborative activities. 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>

Addressing Equality, Diversity and Inclusion

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.

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Disability Inclusion Statement

Promoting equality for those with disabilities

- Applications should demonstrate how they are taking meaningful yet proportionate consideration as to how the project will contribute to enhancing disability inclusion in their application.
- Applicants are required to consider the impact their project will have on disability inclusion and should consider this in relation to, but not limited to:
 - The composition of the project team; participants, stakeholders and beneficiaries of the project.
 - Measures taken to facilitate the participation of people with disabilities
 - Processes followed throughout the project.
 - Budget
 - Risk
 - Outputs
 - Outcomes
- Applications may wish to look at specific intersections of disability with other characteristics (e.g., gender, race, ethnicity). Useful documentation to consider include the following:
 - [Guide to addressing gender equality](#)
 - [Disability Inclusion Institutional Framework](#)
 - [Race Equality Guide](#)

The questions below relating to **equality, diversity and inclusion (EDI) assessment criterion** are central to this Disability Inclusion Partnerships call. Disability intersects with many other individual characteristics (e.g., gender, ethnicity, age, sex). In developing your application, please explicitly consider the following in your application:

- Have measures been put in place to ensure equal and meaningful opportunities for persons with disabilities 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).
- What is the expected impact of the project on persons with disabilities of different genders, both throughout the project and beyond.
- What is the expected impact of supporting disability inclusion within partner organisations and more widely?
- How will any risks and unintended negative consequences of disability inclusion approaches be avoided or mitigated against, and monitored?
- Are there any relevant outcomes and outputs being measured, with data disaggregated by disability type and intersectional characteristics (e.g., age, gender, social class, ethnicity etc.).
- What is the context of disability inclusion at the start of the project and where do you aim to be at the end of it?

The questions above are provided to support your articulation of how you are integrating disability inclusion holistically into all aspects of your project design.

Please address these questions in articulating the design of your project in your application. If you are not addressing any of these areas, please justify the reasons as to why in your application.

Applicants are encouraged to check relevant documentation on EDI.

- [British Council Equality, diversity and inclusion policy](#)
- [British Council Equality, diversity and inclusion strategy](#)
- [The United Nations Disability Strategy](#)

Guidance on levels of integration of disability inclusion in project design

Levels of Integration	Descriptors
Insufficient consideration of disability inclusion in project design	The specific issues affecting those with disabilities are not identified at the project design stage. Persons with disabilities are not represented in the project team. There is little consideration given to the nature of disability and intersectional characteristics in impacting how those with disabilities may be impacted in different education and research contexts.
Lack of alignment between project ambitions and project activities to support disability inclusion.	The needs of persons with disabilities are identified in the project design but are not addressed centrally in the project activities.
Disability inclusion integrated into project design	<p>A robust analysis has been undertaken to understand the different barriers and facilitators facing those with disabilities in research and education contexts. Approaches to data analysis are appropriately fine-tuned (e.g., Data is explored meaningfully through data disaggregated by type of disability and relevant intersectional characteristics such as gender, age, ethnicity etc.)</p> <p>Specific solutions to support disability inclusion are outlined clearly in the project activities and outcomes. Activities focus on ways in which to promote disability inclusion in research and education.</p>
Transformative disability inclusion approaches	<p>Projects demonstrate a holistic approach to disability inclusion. The core project team includes colleagues with disabilities. Projects capture the voices of those with disabilities in their design.</p> <p>There is an attempt to challenge the root causes of disability discrimination, and for specific groups by exploring key barriers and facilitators to disability inclusion.</p> <p>Activities might focus on institutional approaches to support disability inclusion mindful of wider societal and cultural challenges. Projects might focus attention on very specific and focused interventions aimed at enhancing disability inclusion.</p>

	Activities contribute to the research and education base to support better understandings of DI. There is comprehensive evaluation of the impacts of projects on the extent to which initiatives/ interventions have made a difference: Key questions considered include: What is the scale of impact and on whom? What factors facilitated progress and what impeded it? What lessons were learnt that would be useful for others considering similar approaches? What learning and actions are being taken forward and how are they being embedded in a manageable way?
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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. All British Council projects are required to be at the very minimum, gender sensitive (see description below):

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 <i>no gender analysis</i> 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 <i>not addressed</i> 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 <i>condition</i> 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 <i>position</i> of women and girls in society.

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

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**.

Section 1 – Human Resource/Staff Costs

- Staff costs cannot exceed more than 30% of the total grant being applied for.
- List all Contracting and Partnering institution staff working on the project
 - “Permanent” Staff is defined as staff in full time academic posts, that may be contributing time either budgeted or in-kind to the implementation of the project.
 - “Project” Staff is defined as staff employed directly on or by the project, who may be in part time or fixed term roles, such as technical staff or postdoctoral research assistants.
- The number of units multiplied by the unit rate will populate Column H. In Column I, confirm how much of this total is intended to 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 need to explain how this amount is being covered in Column K.
- In Column M you need to 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 are included in Section 2.

- Expertise costs cannot exceed more than 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

- International travel and subsistence costs should not exceed 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 are intended to be covered by the grant, and how any residual costs are to be funded.

Section 4 – Operational and Activity Costs

- In section 4 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 proportion of these costs are intended to be covered by the grant and how any residual costs are to be funded.
- Access and inclusion: accessibility and reasonable adjustments costs to ensure that persons with disabilities are able to participate fully. This is in addition to the grant value and must not exceed 15 per cent of the total grant value.

Section 5 – Marketing and Communication Costs

- In section 5 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 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.).

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 green and displays “This is within the funding rules” then no action is required.

If however, the box turns red, 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 and revise 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”

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

Selection Process

- All applications received by the deadline will be logged and acknowledged – if you have not received an acknowledgement within seven days, please check your spam folder for messages from 'goingglobalpartnerships-DIP@britishcouncil.org'. If you have not received any acknowledgement of receipt of your 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 we will not be able to notify you at this stage.
- Applications will be assessed on the basis of the assessment criteria specified below.
- Top ranked applications will be selected and notified about their selection for contracting and disbursement of grants.
- Unsuccessful applications will be notified at a later stage. You can ask for feedback on your application by writing to: 'goingglobalpartnerships-DIP@britishcouncil.org'

Assessment Criteria

Project team	Score	Scoring Guide
<ul style="list-style-type: none"> • The Lead Applicants have demonstrated knowledge, understanding and experience of disability inclusion in research in the UK and partner country, and sufficient relevant experience to lead the proposed project, and to achieve the stated objectives. 	10	<ul style="list-style-type: none"> • Meets all criteria to an exceptional level: 10 points • Meets the majority of the criteria to a very high level: 7 points • Meets the majority of the criteria to an adequate level: 5 points • Meets some of the criteria to an adequate level: 3 points • Fails to meet any of the criteria to an adequate level: 0 points

Project design, quality, relevance and budget		
<ul style="list-style-type: none"> • The proposed activities clearly meet the overseas country's priorities as listed in national policy documents and/or based on relevant research OR in the absence of such policies are set in the context of the partner country and have the potential to influence policy. • The proposed project demonstrates a potential to change attitudes, practices, or policies around disability inclusion. • The proposed project involves engagement of key stakeholders/decision makers to successfully influence/implement disability inclusion. • The proposal uses a whole institutional approach and gives consideration to intersectionality. • The budget requested is in line with the guidance provided in the call document and the cost amounts are necessary and reasonable. 	20	<ul style="list-style-type: none"> • Meets all criteria to an exceptional level: 20 points • Meets the majority of the criteria to a very high level: 15 points • Meets the majority of the criteria to an adequate level: 10 points • Meets some of the criteria to an adequate level: 5 points • Fails to meet any of the criteria to an adequate level: 0 points
Project delivery and management		
<ul style="list-style-type: none"> • The description of the project includes clear, feasible and realistic objectives and outputs. • The timelines are realistic and there is an effective monitoring, evaluation and learning framework in place. • Risks and any mitigation strategies have been clearly defined. • The proposal includes a plan for stakeholder engagement and dissemination plan for the 	20	<ul style="list-style-type: none"> • Meets all criteria to an exceptional level: 20 points • Meets the majority of the criteria to a very high level: 15 points • Meets the majority of the criteria to an adequate level: 10 points • Meets some of the criteria to an adequate level: 5 points • Fails to meet any of the criteria to an adequate level: 0 points

findings/outcomes of the proposed activities.		
Sustainability and long-term impact		
<ul style="list-style-type: none"> The proposal clearly states how the proposed project contributes to structural change in the particular institution and could have potential scaling-up ability at local, regional, and/or national levels. The proposal contains potential for long- term impact with a clear sustainability plan. 	10	<ul style="list-style-type: none"> Meets all criteria to an exceptional level: 10 points Meets the majority of the criteria to a very high level: 7 points Meets the majority of the criteria to an adequate level: 5 points Meets some of the criteria to an adequate level: 3 points Fails to meet any of the criteria to an adequate level: 0 points

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).	
<p>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.</p> <p>Supporting letters must be in English, and not signed by Lead Applicant(s). As stated in these guidelines, soft copy of letters is acceptable.</p>	
Lead applicants must have the capacity to administer the 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 narrative bio outlining the relevant knowledge and experience of the Lead Applicants.	
Where relevant, Associated Partner letters have been included.	
Human resource costs: Staff costs for personnel working directly on the grant funded project limited to 30% of the grant to be awarded.	
UK expertise costs: Limited to 20% of the grant to be awarded.	
Travel costs: Limited to 20% of the grant .	

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 grantcall.

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.

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 ‘goingglobalpartnerships-DIP@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.

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 'goingglobalpartnerships-DIP@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 30% 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.**
- **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.
- **Cost of accessibility and reasonable adjustments** to ensure persons with disabilities are able to participate fully on the project.

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.

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.