

Newton-Bhabha India- UK Advanced Training Schools

CALL FOR PROPOSALS 2015-16

British Council, India - <http://www.britishcouncil.in/newton>

Science and Engineering Research Board, India - <http://www.serb.gov.in>

CALL GUIDELINES

Background

The Newton-Bhabha Fund aims to bring together the UK and Indian scientific research and innovation sectors to find joint solutions to the challenges facing India in economic development and social welfare. The scheme is part of the UK's £375 million Newton Fund to support science and innovation partnerships between the UK and emerging powers.

In India, the Fund is worth £50 million over five years and is supported by the UK and Indian governments through a ministerial agreement. The Newton-Bhabha Fund will use the UK's strengths in research and innovation to support greater scientific research capacity in India and build research partnerships between British and Indian research institutions.

Overview

The India-UK Advanced Training Schools (IUATS) programme is part of the Professional Development and Engagement strand of Newton-Bhabha Fund. It is a professional development opportunity with a focus on promoting international collaboration and supporting capacity for research and innovation. The programme will be delivered by the British Council on behalf of the UK's Department for Business, Innovation & Skills (BIS) and jointly run by the Science and Engineering Research Board (SERB) on behalf of the Ministry of Science and Technology, Government of India.

The IUATS programme will provide financial support to bring together a UK/India bilateral cohort of mentors, early career researchers and post-doctoral from both countries. The aims of the programme are to train participants in advanced research techniques and methodologies as well to create opportunities for exchange of knowledge and good practice between the UK and India.. IUATS will be highly interactive, reflective, and relevant to the specific research needs of both the UK and India. They will be 2-3 weeks in duration and could contain a mix of lectures, field trips, hands-on practical training and case studies in advanced research techniques.

IUATS will comprise of:

- **Lead Co-ordinators** – These are leading researchers (*see footnote 1 on this page*) from UK and Indian Higher Education institutions who will apply and propose the theme for the IUATS. There will be two lead co-ordinators, one from India and one from UK who will jointly apply using the joint application form.
- **Mentors** – These are leading or established researchers (*see footnote 1 on this page*) appointed by lead co-ordinators to support them in organising training schools and delivering the course content. Lead co-ordinators can identify up to four mentors two from each country.
- **Participants** – Participants can be post-doctoral and early career researchers from both countries. They will be recruited by lead co-ordinators using specific criteria designed by them and shared with British Council and the SERB. Participants will be expected to share their own research and expertise in at least one session during the training school.

Footnote 1 - For an indication of profiles for the different categories of participants, we suggest applicants refer to the European Commission document '*Towards a European framework for research careers*' (http://ec.europa.eu/euraxess/pdf/research_policies/Towards_a_European_Framework_for_Research_Careers_final.pdf). We suggest that co-ordinators and mentors should be at 'R4 – Leading Researcher' level or 'R3 – Established Researcher' level, and early career participants at 'R2 – Recognized Researcher' level or at the beginning of R3 level

Who can apply

Leading researchers (see footnote 1 on page 1) can apply as lead co-ordinators and must propose a theme for the IUATS using the online application form. The proposal must be a joint application, with one co-ordinator based at a UK institution and one based in an Indian institution. Applicants are required to submit signed endorsement letters from their home institution as supporting documentation.

Please note: Only one application can be submitted per lead co-ordinator, but there is no limit to the number of applications submitted per institution. The application should include a description of how the training will contribute to the personal and professional development of the participants. It should also indicate how lead co-ordinators envisage this occurring, including any plans for long-term mentoring of participants (either within each country, or bilateral).

Please refer to and fulfil the eligibility criteria mentioned in Annex 1.

Relevance to Economic Development and Social Welfare

The Newton Bhabha Fund aims to promote economic development and social welfare through working with India to address global societal challenges. In order to be considered for funding under this programme, all proposals must clearly demonstrate how the research may lead to a positive impact on low-income populations in India or developing countries around the world. Applications which do not meet this criterion cannot receive Newton funding.

Research and Development in energy and water sectors are highly pivotal for both India and UK. Both economies have emphasized deployment of Science and Technology interventions in providing safe drinking water at affordable cost and in adequate quantity. Contamination of water through arsenic, fluoride, iron and pesticides, storage capacity of seasonally available water, non-optimal use of water in agriculture and in industrial sector etc. are some of the issues, which demand high attention.

Building quality human resource to undertake coordinated, research-led solutions into technological options for various water challenges in different parts of the country is one of the prime priorities of the Indian Government. India has engaged in serious R&D efforts to address energy scarcity, alternate energy sources with zero production of greenhouse gases and energy storage etc. The country needs to build quality human resource to address these issues in a concerted manner.

The IUATS programme will train post-doctoral and early career researchers from both countries in advanced research techniques and methodologies and will offer an opportunity for the exchange of knowledge. IUATS aims to enhance scientific knowledge and expertise through an in-depth course including practical sessions. IUATS will be highly interactive, reflective, and relevant to the specific research needs of both UK and India.

Priority Areas

Lead co-ordinators can submit an application in the priority areas below:

- **Energy**
 - Design concepts of silicon/non-silicon solar cells including flexible technologies
 - Research issues for smart integration of clean energy with grids (storage, demand response and stability)
 - Clean energy integration and energy efficiency in built environment
- **Water**
 - Research and innovation in urban water technology
 - Advanced waste water treatment

Location of the IUATS

The IUATS can take place either in the UK or in India.

Duration of the IUATS

The minimum duration of the IUATS is 2 weeks and the maximum duration is 3 weeks.

Timing of the IUATS

The IUATS should take place between **1 May 2016 to 31st December 2016**

Who will take part in IUATS

The IUATS can have up to 30 early career researchers including post-doctoral researchers. The group should comprise of 30% of participants from the sending side and 70 % from the receiving side. In addition, the lead co-ordinators need to propose up to two additional leading/established researchers (see footnote 1 on page 1 for a definition) as mentors from each country. Once the British Council notifies the lead co-ordinators on their successful proposal, they will open a call for the participants.

Role of Lead Co-ordinators

- Lead co-ordinators (one from India and one from UK) will submit the joint application along with a budget sheet, and supporting documents. They should ensure that the IUATS theme, content of the training school , course, syllabi, lectures and timeline are well described in the application form.
- They will appoint mentors who will support them in the organisation of the training schools and deliver course content to the participants by sharing their experience and knowledge. Lead co-ordinators will also ensure the submission of resume for the prospective mentors.
- Lead co-ordinators will also be responsible for selecting participants (as defined on page 1) through an open call announcement.
- They will be responsible for organising all aspects of the logistics (including travel arrangements for participants and booking of the venue). All major parties to a proposal (mentors, other partners and sponsors) should be kept fully informed of the development of the application, implementation of the partnership and the lead co-ordinator will share any feedback with all parties concerned.
- Depending on the theme of the IUATS, lead co-ordinators may wish to include a session which invites industry experts or plan a visit to a relevant research facility.
- Lead co-ordinators will be responsible for fulfilling all the monitoring and evaluation and reporting requirements as stated in the reporting section.

Lead co-ordinators should submit the selection criteria and assessment ts to British Council and the SERB which they will use for selecting the participants.

Role of the Mentors: They can give keynote lectures but must also act as mentors to the early career and post-doctoral researchers during the IUATS, sharing their experience and knowledge. Ideally, they would also remain in contact with the participants after the IUATS has finished, in order to share networks and contacts.

Recruitment of participants

Following the selection process, successful lead co-ordinators will be responsible for recruiting participants for the IUATS. Participants must be based in the UK and in India. **No more than a third** of early career researchers including post-doctoral researchers from each country may be recruited from within the institutions of the co-ordinators and mentors.

Early career researchers and post-doctoral researchers recruited to participate in the training school must have a PhD degree and relevant research experience as they will be expected to share their research and expertise in at least one session during the training school.

Lead co-ordinators must run an open call for participants that should be disseminated through various channels (British Council and the SERB will support the dissemination). The call for participants must be placed on the British Council website and advertised through the Euraxess Newsletter. Lead co-ordinators are encouraged to identify and employ more avenues of communication so that IUATS are advertised as widely as possible both in India and the UK.

The selection of IUATS participants must be fair and transparent. Once recruitment is completed, lead co-ordinators must submit the list of participants along with selection criteria and score sheets to the British Council and the SERB for approval. Participants must be selected based on their experience and ability to contribute to the IUATS.

The maximum number of participants per workshop is 30. A maximum of 20 participants from the host country and 10 participants from the home country should attend the workshop.

Content of the training school

Lead co-ordinators are expected to lead on developing the research content of the training school. The content needs to be designed on the basis of identified priority areas. The training schools are intended to be a career development opportunity with a focus on promoting international collaboration and exchange of knowledge, and this will need to be reflected in the design of the schools. Co-ordinators should consider the following points:

1. Sessions should be designed to be as interactive as possible
2. Participants will be expected to share knowledge, experience and ideas
3. A professional facilitator may be used during the IUATS if it is felt that this would support optimal interaction

Application process

Applicants must submit **a completed online application form**. Email submissions will not be accepted. Please click here to fill an online form link https://britishcouncil-cxobw.formstack.com/forms/application_form_indiaukats

The online form allows applicants to enter information and save it for a later date until final submission. There are strict character limits for each section which cannot be exceeded. Any problems with the online submission system should be reported to the following email address: newton@in.britishcouncil.org.

Applicants must confirm in the online form that:

- Applicants have obtained permission to submit the application on behalf of the UK and Indian institutions
- The UK and Indian co-ordinators' institution is willing to receive the funds and to sign a grant agreement with the British Council and the SERB.

Once the online application is submitted, applicants will receive a confirmation email containing the application ID number. This acts as acknowledgement of receipt by the British Council system. This reference number must be used in all communications with the British Council. Applicants who do not receive an automated email confirmation should contact the British Council at newton@in.britishcouncil.org.

Selection Process

Applications will be first assessed against the eligibility criteria set out in Annex 1, and then eligible applications will be reviewed against the selection criteria set out in Annex 2.

A joint panel attended by British Council's external reviewers and the SERB will be arranged to reach a final decision on scored application. Applications will be screened for their relevance to the priority sectors of the Newton-Bhabha Fund programme.

Notification of results

After the deadline for submission of applications (11th December 2015), the British Council will send acknowledgment of receipt by email. Lead co-ordinators will be notified on the outcome of their application on the 1st of March 2016.

Lead co-ordinators applying must take the following into consideration when planning their activity and submitting application.

Timeline

Activity	Timeline
Call Open	30 th October 2015
Closing Date	11 th December 2015
Joint Panel Date	29 th February 2016
Decision announced	4 th March 2016
Grants disbursed	21 st March 2016
IUATS to be delivered	Between 1 st May to 31 st December 2016

Cost sharing arrangements

The cost of the grant will be shared between the British Council and SERB as below:

Cost covered by the British Council	Cost covered by the SERB
International travel of UK participants	International travel for Indian participants
Organisational cost of the IUATS for all participants in UK including – domestic travel in the UK, subsistence, event costs, additional costs	Organisational cost of the IUATS for all participants in India including – domestic travel in India, subsistence, event costs, additional costs

The IUATS grant will be paid to the lead co-ordinator's home institution. A grant agreement will be signed by the lead co-ordinator's home institution which will be responsible for the management of the grant (including financial reporting).

Funding

Newton-Bhabha funding provided will vary according to the location where the IUATS will take place :

- IUATS to be held in India – maximum funding of **£40000 / equivalent in INR**
- IUATS to be held in the UK – maximum funding of **£74000**

Funding offered under the IUATS programme is intended as a contribution towards the costs of the training schools. All proposals will need to include details of contributions from the institutions involved, and from other sources.

Lead co-ordinators are expected to add a contribution *in-kind* towards the overall cost of the advanced training schools by dedicating their time to the planning and delivery including classroom space, laboratory space and use and consumables. *Staff costs and honorarium cannot be covered by the IUATS grants.*

The budget request should be calculated using the following five budget categories

1. **International travel** - This budget category covers travel costs for lead co-ordinators, mentors and IUATS participants travelling to the country where the IUATS takes place. It covers airport transfers, international (economy return) airfares, visa costs and travel insurance. International (economy return) airfares should be booked by the lead co-ordinators as far in advance as possible to minimise costs. The international travel grant contribution is calculated using unit costs corresponding to 1 IUATS participant.
2. **Domestic travel** - This budget category covers travel costs (by train) for local IUATS participants based in the countries where the IUATS takes place. Partner country participants might not be based in the location where the IUATS takes place, and this budget category will cover the costs of their domestic travel (train fare). This cost can also be used for any field trips and visits. The domestic travel contribution is calculated using unit costs corresponding to 1 IUATS participant and is specific to the country where the IUATS takes place.
3. **Subsistence** - This budget category covers the costs for accommodation and daily expenses such as phone and local transports. Subsistence is calculated using unit costs for each IUATS participant and is specific to the country where the IUATS takes place.
4. **Event rate** - This budget category covers the costs for the venue hire (if any) and meals. The event rate grant contribution is calculated using per day cost for the venue hire and unit costs for meal corresponding to 1 IUATS participant. It is specific to the country where the IUATS takes place.
5. **Additional costs** - Lead co-ordinators can request a lump sum of up to £400 to cover additional costs not already covered, e.g. projector, flip charts and printing of course material by submitting original receipts for the costs incurred.

The grant does not cover bench fees, departmental costs, excess baggage costs, and expenses relating to accompanying dependents or contributions towards salaries. An extra contribution to allow the participation of participants with special needs will be negotiated case by case. The selected lead co-ordinators are responsible for all aspects of organising and delivering the scientific content of the meetings, as well as finding a suitable venue and accommodation for all participants.

Lead co-ordinators need to summarise the estimated costs (GBP for UK costs and INR for Indian costs) over the period of the IUATS in the budget sheet. They should allow for 3-5% inflation and contingencies within their budget.

Payment of the grant

Payment of the IUATS grants will be processed in 2 instalments: a pre-financing payment, and a post-event payment or recovery of the balance.

a. Pre-financing

A pre-financing payment equivalent to 90% of the approved budget request will be transferred within 30 days of the grant agreement having been signed by the lead co-ordinators' home institution and the British Council and the SERB.

b. Post-IUATS payment or recovery of the balance

The amount of the final payment to be made to the lead co-ordinator will be established on the basis of a final report to be submitted within 30 days after the IUATS. If the IUATS has not been delivered as planned, or if fewer participants attended than originally envisaged, resulting in a reduction in costs, the final payment may be withheld and if necessary a proportion of the grant recovered.

Grant Agreement arrangements when IUATS to be held in India

- The grant agreement between the British Council and the UK lead co-ordinator's home institution will be signed to manage the international travel (detailed information is provided under the section – Funding) of the following:
 - UK lead co-ordinator
 - Mentors
 - IUATS participants

The UK institution will be responsible for managing the grant, providing provision of financial accounts to detail how the UK government funds have been spent on IUATS and alerting the British Council India to any substantive changes that will impact on project outcomes.

- The grant agreement between the SERB and the Indian lead co-ordinator's home institution will be signed to manage the following:
 - Domestic travel
 - Event
 - Subsistence
 - Additional cost

(Detailed information on each of the above is provided under the section – Funding)

The Indian Institution will be responsible for managing the grant, providing provision of financial accounts to detail how the Indian Government funds have been spent on IUATS and alerting the SERB to any substantive changes that will impact on project outcomes.

Grant Agreement arrangements when IUATS to be held in UK

- The grant agreement between the British Council and the UK lead co-ordinator's home institution will be signed to manage the following:
 - Domestic travel
 - Event
 - Subsistence
 - Additional cost

(Detailed information on each of the above is provided under the section – Funding)

The UK Institution will be responsible for managing the grant, providing provision of financial accounts to detail how the UK Government funds have been spent on IUATS and alerting the British Council of any substantial changes that will impact on project outcomes.

- The grant agreement between the SERB and the India lead co-ordinator's home institution will be signed to manage the international travel (detailed information is provided under the section – Funding) of the following:
 - UK lead co-ordinator
 - Mentors
 - IUATS participants

The Indian institution will be responsible for managing the grant, providing provision of financial accounts to detail how the Indian government funds have been spent on IUATS and alerting the SERB to any substantive changes that will impact on project outcomes.

Reporting

Lead co-ordinators would need to submit a detailed final report to the British Council and the SERB within 30 days of the IUATS, including a certificate of expenditure which should cover details from all broad categories listed under the finance section. If there is insufficient evidence in the final report pertaining to the IUATS as proposed in the application, then additional information may be requested prior to the final balance payment, or any underspend of the grant may be returned to the British Council and the SERB. The final report template will be sent to successful applicants and will include a financial and a narrative part along with a section requesting information on the participants.

Lead co-ordinators are responsible to keep all original receipts for each expenditure and proof that the activities took place (e.g. boarding cards, invoice for the hotel/guesthouse and proof of domestic travel for the local participants – details on the exact requirements will be provided to successful applicants).

Individual school participants will be asked to use monitoring and evaluation questionnaires provided by the British Council. These will be shared with the lead co-ordinators before the IUATS begins.

Call deadline

The submission deadline is 11th December 2015. Proposals submitted after the deadline will not be considered for funding.

Point of contact at the SERB:

Dr Amitava Roy
Director / Scientist F
SERB Division
Department of Science and Technology
5 & 5A, Lower Ground Floor
Vasant Square Mall, Sector-B, Pocket-5
Vasant Kunj, New Delhi-110070
amitava@nic.in

Point of contact at British Council:

Ms Perti Kohli
Senior Programme Manager
Newton Fund
British Council Division
17, Kasturba Gandhi Marg
New Delhi 110001
newton@in.britishcouncil.org with copy to Perti.Kohli@britishcouncil.org

Data protection

As part of the application form, the British Council will ask applicants' permission to:

- Use the information provided in the application for processing the application, making any consequential award, for the award payment, monitoring, maintenance and review of the award. The information will be shared with national programme partners for the purpose of selection and monitoring of the award.
- Make information on the successful applications available to the public on their website and other publicity, and in reports and documents.
- Contact applicants in the future to inform them about future British Council opportunities.

Under UK Data Protection laws applicants have the right to ask for a copy of the information we hold on them, for which we may charge a fee, and the right to ask us to correct any inaccuracies in that information. More information on this is available on the British Council data protection webpage: <http://www.britishcouncil.org/home-data-protection.htm> or alternatively can it be requested to the local British Council office or the Data Protection Team dataprotection@britishcouncil.org.

Branding guidelines

Lead co-ordinators must ensure that when promoting the IUATS, it is stated that it is being funded by the Newton-Bhabha Fund and supported by the British Council and the SERB. Please contact the programme management team to request logos.

Annex 1 – Eligibility Criteria checklist

The joint application has been submitted by the lead co-ordinators, with one co-ordinator based at a UK institution and one based in an Indian institution by the published deadline.	
The application has been submitted using the online application form.	
The lead co-ordinators have enclosed the budget sheet and the supporting documents in the application form.	
The application form is completed including all mandatory information required and complies with the instructions given.	
The application form and supporting documents have been completed in English.	
The lead co-ordinators have jointly submitted <u>only 1</u> application under this call.	
The lead co-ordinators must be a Leading Researcher according to the definition provided in this call	
The IUATS will take place between 1 May 2016 to 31 st December 2016	
The applicants' home institution are recognised publicly funded research establishments or Higher Education Institutions (can include private Universities).	

Annex 2 - Selection Criteria

Assessment of the quality and development relevance of the proposals and final funding decisions will be made in discussion with the British Council and the SERB. Proposals with an average score of less than 30 points are considered not fundable. Equally, only proposals that have clearly articulated relevance to economic development and social welfare of the India or developing countries worldwide will be considered for funding.

Section 1 – Relevance to economic development and social welfare¹		Yes / No
<p>The proposal clearly articulates a plausible pathway of how the training school may contribute to the economic development and social welfare of India or developing countries around the world and lead to a positive, tangible impact on the lives of people on low income within a reasonable timeframe (3-15 years).</p>		

	Score	Range
Section 2 – Quality and relevance		0-20
<p>The academic importance and timeliness of the training programme is clearly demonstrated.</p> <p>The applicants have sufficient relevant experience to conduct the proposed training school and achieve the stated objectives.</p> <p>The mentors/speakers identified to take part in the IUATS have sufficient relevant experience</p>	<p>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>	

	Score	Range
Section 3 – Collaborating Institutions		0-20
The collaborating institutions have sufficient infrastructure, facilities (such as experimental laboratories and equipment, or accommodation) and experienced staff to run the training programme.	<p>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>	

Section 4 – IUATS proposal	Score	Range
		0-20
<p>The description of the UATS includes clear, feasible and realistic objectives and outputs.</p> <p>There is clear evidence that the proposed training school supports new links or significantly extends and develops existing links; and includes activities that encourage the exchange of knowledge and good practice between the UK and India participants.</p> <p>The benefits and relevance of the collaboration to the UK and India institution, and to the training itself, are clearly described.</p> <p>There is strong evidence of support from the applicants' institutions.</p> <p>The activity schedule of the training school is well structured with interactive sessions.</p>	<p>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>	

	Score	Range
Section 5 – Sustainability and capacity building		0-20
<p>The potential in terms of professional development and capacity building for early career post-doctoral researchers taking part in the training school, and for other potential beneficiaries is clearly described.</p> <p>The proposal includes a description of how experience and knowledge will be shared between UK and India participants.</p>	<p>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>	

	Score	Range
Section 6 – Budget		0-20
Budget is well planned, realistic and with appropriate justification.	<p>20 points: Meets all criteria to an exceptional level</p> <p>16 to 19 points: Meets the majority of the criteria to a very high level</p> <p>11 to 15 points: Meets the majority of the criteria to a high level</p> <p>6 to 10 points: Meets the majority of the criteria to an adequate level</p> <p>1 to 5 points: Meets some of the criteria to an adequate level</p> <p>0 points: Fails to meet any of the criteria to an adequate level.</p>	