

**Going Global Partnerships**

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**Women in Science: UK-  
Brazil Gender Equality  
Partnerships Call 2022**

11 November 2022

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# Going Global Partnerships Programme

## Introduction

[Going Global Partnerships](#) builds stronger, more inclusive, internationally connected higher education and TVET systems which support economic and social growth.

Through this British Council programme, you can connect, collaborate and innovate with universities, colleges, education policy makers and other partners in the UK and around the world.

The overall expected outcomes of the programme include:

- **Enabling research:** supporting research, knowledge, and innovation collaboration to address local and global challenges and promote inclusive growth
- **Internationalising higher education and TVET institutions:** creating an enabling environment while supporting institutions and individuals to benefit from internationalisation
- **Strengthening higher education and TVET systems:** improving the quality and efficiency of institutions and systems
- **Enhancing student outcomes:** improving the qualities of global graduates (e.g., soft skills, employability, community outcomes).

## Opportunities

Going Global Partnerships offers you vital international opportunities - the chance to build relationships, to share ideas and good practice, to access grant funding for collaborative partnerships and more.

You can see current and upcoming Going Global Partnerships opportunities on our website: <https://www.britishcouncil.org/education/he-science/going-global-partnerships/connect-collaborate>. We have many opportunities being launched at this time, so please check this page regularly.

This document refers to the following opportunity: Women in Science: UK-Brazil Gender Equality Partnerships Call 2022.

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## 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 selected non personal data with agencies responsible for monitoring and evaluation of the Women in Science: UK-Brazil Gender Equality Partnerships Call 2022.

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.

## Eligibility Criteria

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

	Eligibility criteria	Yes/No
1	<p>Each proposal must have both:</p> <ul style="list-style-type: none"> <li>• one Lead Applicant from the UK, and</li> <li>• at least two applicants from Brazil, submitting one joint application</li> </ul>	
2	<p>UK Lead Institution must be one of the following:</p> <ul style="list-style-type: none"> <li>• Higher Education provider with a degree awarding power who are members of the Athena Swan Charter and hold an Athena Swan Gold, Silver or Bronze Award.               <ul style="list-style-type: none"> <li>– <a href="#">Degree awarding powers in England</a>. Check the ‘awarding degrees’ drop down section on the specific provider’s entry on the <a href="#">OFS register</a>. The OFS register lists all institutions which offer UK degrees, not all of which have degree awarding powers.</li> <li>– <a href="#">Degree awarding powers in Wales</a></li> <li>– <a href="#">Degree awarding powers in Northern Ireland</a></li> <li>– <a href="#">Degree awarding powers in Scotland</a></li> </ul> </li> </ul> <p>Higher Education provider with degree awarding powers:  <a href="https://www.officeforstudents.org.uk/advice-and-guidance/regulation/degree-awarding-powers/">https://www.officeforstudents.org.uk/advice-and-guidance/regulation/degree-awarding-powers/</a></p> <p>Office for Students (OFS): <a href="https://www.officeforstudents.org.uk/advice-and-guidance/the-register/the-ofs-register/#/">https://www.officeforstudents.org.uk/advice-and-guidance/the-register/the-ofs-register/#/</a></p> <p>Wales: <a href="https://www.gov.uk/check-university-award-degree/recognised-bodies-wales">https://www.gov.uk/check-university-award-degree/recognised-bodies-wales</a></p> <p>Northern Ireland: <a href="https://www.nidirect.gov.uk/articles/universities-and-colleges-northern-ireland">https://www.nidirect.gov.uk/articles/universities-and-colleges-northern-ireland</a></p> <p>Scotland: <a href="https://www.gov.scot/policies/universities/">https://www.gov.scot/policies/universities/</a></p>	
3	<p>Brazilian partners must be one of the following:</p> <ul style="list-style-type: none"> <li>• Higher Education provider, as locally defined</li> <li>• Not-for-profit research institutions, establishment and organisations</li> </ul>	

4	The partner applicant institutions in Brazil must have the capacity to engage in and develop the activities presented in the Application Response Sheet (Annex 2) and capacity must be confirmed in the support letter	
5	Lead Applicants can include in their proposals Associated Partners from both and the UK) affiliated with: <ul style="list-style-type: none"> <li>• Higher Education providers</li> <li>• Not-for-profit research institutions, establishment and organisations</li> </ul>	
6	For-profit non-education organisations are not eligible to receive any grant funds, except to cover travel-associated costs.	

Please send an enquiry to Marcela Gobo ([marcela.gobo@britishcouncil.org](mailto:marcela.gobo@britishcouncil.org)), copying Mariane Orsolan ([mariane.orsolan1@britishcouncil.org](mailto:mariane.orsolan1@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.

## Ethics

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

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’<sup>1</sup>, the Inter Academy Partnership report ‘Doing Global Science: A Guide to Responsible Conduct in the Global Research Enterprise’<sup>2</sup> or contact us for further guidance.

## 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.

<sup>1</sup> <https://www.ukri.org/wp-content/uploads/2021/03/UKRI-050321-PolicyGuidelinesGovernanceOfGoodResearchConduct.pdf>

<sup>2</sup> <http://www.interacademycouncil.net/24026/29429.aspx>

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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>.

## 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.

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>

## 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.

### 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 programme.

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)?

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

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

## 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.

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

## Covid-19 guidance

Should COVID-19 continue to impact global travel into 2022, we would advise that applicants consider, and put in place, contingency plans for remote working and digital collaboration where possible, for example utilising video conferencing in place of face-to-face meetings.

The British Council recommends using Microsoft Teams to deliver virtual activities. Should you be successful in securing a grant, and if you require a Microsoft Teams licence, you will need to discuss this with the British Council. Applicants who want to use other online tools or online platforms, must follow British Council safeguarding and security protocols. Online tools or platforms other than Microsoft Teams must be discussed with the British Council and requests to use a different platform or tool would need to be approved for successful grant recipients.

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](http://www.britishcouncil.org/organisation/structure/status).
- The successful applicants will be expected to undertake activities in the UK and in the partner 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.
- 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. Please refer to Annex 1 – Standard Term of the Agreement for reference.
- In the event that you have any concerns or queries in relation to the Grant Agreement, you should submit a clarification request to [marcela.gobo@britishcouncil.org](mailto:marcela.gobo@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 nor amendments to the Grant Agreement requested following the application deadline.

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# Women in Science: UK-Brazil Gender Equality Partnerships Call 2022

## Background

Women in higher education in Brazil face several challenges in moving up the academic and administrative ladder due to systemic and structural barriers. Despite the diligent work of individual higher education institutions and sector organisations, systemic discrimination continues to exist globally, with specific dynamics in different locations. Entrenched exclusionary practices have been found to stifle the careers of women and especially black, indigenous, quilombola women and women from other under-represented and historically marginalised groups. The complex and often sensitive issues that need to be addressed for the promotion of gender and race equality in higher education (HE) and research require a strategic approach that introduces cultural and systemic institutional changes.

The British Council **Women in Science Programme**, part of **Going Global Partnerships**, seeks to increase the presence of women<sup>3</sup> in STEM careers, taking a systemic change approach which also promotes gender and social inclusion within the higher education sector in Brazil.

It supports women researchers with trainings and mentorships, promotes networks and stronger links between UK and Brazilian women scientists and science institutions; and influences national policies in Brazil that promote access and diversity in science, inspired by UK models. This will ultimately contribute to stronger, more inclusive and globally connected tertiary education systems, which support economic and social growth. The programme sits under the Americas Women and Girls in STEM programme.

The programme aims to address the following challenges in the science and diversity agenda, both in Brazil and as wider global challenges:

In the case of Brazil:

1. Career pathways for Women in STEM are very limited and they are not represented in strategic areas, particularly at leadership level.
2. There is a higher number of enrolled women in higher education, but there are not spaces for progress, especially in exact sciences and in positions of leadership in the academic field for women.
3. Opportunities to recognise and to promote the female role model in science are limited. Not enough role models to encourage women in STEM careers.

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<sup>3</sup>Gender, Women and LGBTQIA+: When we use the use of gender sometimes, we can directly connect to the binarism of thinking genders between the categories “woman/man”. The reality is that when we talk about gender equality we are dealing with a wide range of categories and population groups that are still seeking to be treated fairly and equally. The gender discussion should incorporate LGBTQIA+ individuals in its discussions too, besides the categories of women and girls.

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4. Structures within STEM institutions are not supportive of gender equality.
  5. Lack of professional skills and networks for women to climb the ladder towards leadership positions in STEM and research careers.

These issues were identified based on research carried out in the region and country (Technopolis 2020; Cingulado, Gênero e Número 2018) and discussions with stakeholders in the HE/Science area. On Brazilian data, a survey conducted in the second half of 2017 for a report published in *Gênero e Número* (Gender and Number) journal showed that 1 in 4 of the CNPq's Senior category (level 1A) researchers are women. Level 1A is part of the "Productivity in Research" group, which is above doctorate level, resulting in over BRL 100M less investment in women compared to men.

In terms of undergraduate and postgraduate students, women appear as a majority or at parity in practically all major fields of knowledge however, there is a major difference when it comes to STEM. In Health, Humanities and Linguistics, Arts and Languages more than 60% are women while in STEM their proportion is around 30%. In addition to gender, race is another relevant dividing factor in Brazil's Higher Education sector where the percentage of white women finishing higher education is 2.3 times higher than that of black or brown women" according to the IBGE's "Gender Statistics" report. The operational and institutional policies are resulting in barriers for career progression that impede women to fully develop in STEM careers and the sector as a whole.

See further information at <https://www.britishcouncil.org.br/mulheres-na-ciencia>

## Funding opportunity

The British Council is pleased to announce a call for applications for grant funding to undertake institutional partnership projects as part of the British Council Women in Science: UK-Brazil Gender Equality Partnerships Call 2022, developed under the Going Global Partnerships Programme. This will be the second open call to take place between the UK and Brazil with the first taking place in 2021-2022.

The Grant will fund **four** UK higher education institutions, who are members of the Athena Swan Charter and hold at least a Bronze [Athena Swan](#) Institutional award. The four funding opportunities will be allocated as per below:

- One (01) partnership project from an existing UK-Brazil partnership, i.e., a partnership between a UK HEI and its Brazilian partners whose proposal was selected under the 2021 edition of the call
  - Existing partnerships need to aggregate at least one other UK institution, also a holder of an Athena Swan Award, and at least two new Brazilian institutions to the consortium for the present call.
- Three (03) new projects developed by new UK-Brazil partnerships, i.e., a partnership between a UK HEI and at least two Brazilian ones which did not work together during the 2021 edition of the call.

All details on eligibility are presented in the 'Eligibility guidelines' item in this document.

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The UK institutions will be expected to participate in, and develop, institutional partnership programmes with counterparts in Brazil, exchanging knowledge and experiences of their gender equality journey in STEM.

It is expected that each successful UK applicant will engage with at least two Brazilian higher education, scientific and technology institutions - enhancing their competencies with the ultimate goal of creating an enabling environment towards a new ecosystem that promotes greater participation of women in STEM careers.

## **The Athena Swan Charter**

The Athena Swan Charter, owned and managed by Advance HE, is a global systemic change initiative that was established in the UK in 2005 to encourage and recognise commitment to advancing the careers of women in science, technology, engineering, maths and medicine (STEMM). There are over 160 UK Athena Swan members holding over 1000 awards (Bronze, Silver and Gold) between them and the Charter is now used across the globe to address gender equality more broadly, and not just barriers to progression that affect women.

The Charter:

- helps institutions achieve their gender equality objectives
- assists institutions to meet equality legislation requirements, as well as the requirements and expectations of some funders and research councils
- uses a targeted self-assessment framework to support applicants identify areas for positive action as well as recognise and share good practice
- supports the promotion of inclusive working practices that can increase the retention of valued academics and professional and support staff, demonstrating an institution's commitment to an equitable working environment

A version of the Athena Swan Charter currently operates in the UK, Ireland, Australia, the USA, Canada, India and now Brazil. Advance HE works with several partners to support the delivery of these different adaptations of the Charter including SAGE (Science Australia Gender Equity) the American Association for the Advancement of Science (AAAS), NSERC (the Natural Sciences and Engineering Research Council of Canada), the Department of Science and Technology, Government of India and the British Council.

## **Purpose of the grant**

In 2021-2022 the British Council in Brazil, Cuidemos Consultoria e Treinamentos, and Advance HE worked in partnership with Brazilian and UK higher education Institutions to design a gender equality framework and supporting guidance for the Brazilian context and higher education sector. The framework will be launched in October 2022.

The British Council in Brazil and Advance HE believe that UK Athena Swan members can be instrumental in supporting Brazilian institutions work through and pilot the Brazil Gender [www.britishcouncil.org](http://www.britishcouncil.org)

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Equality Framework by sharing their experiences of the Athena Swan Charter process, including what gender equality interventions have worked in their institutions in the UK.

The British Council in Brazil alongside Advance HE have created a base partnership programme to provide a structure to this support and this grant call invites current UK Athena Swan members to participate in this partnership programme.

The British Council in Brazil are looking for Athena Swan Charter UK HEI members, who have been through at least one successful application round, have staff members who have been Athena Swan panellists and currently hold an Athena Swan Institutional award to partner with Brazilian HEIs for the duration of the present call implementation period, which is of 12 months. The British Council will fund up to four partnership projects whose arrangements must be in accordance with the terms set out in this document.

The role of the UK HEIs will be to support the Brazilian HEIs through their gender equality framework process providing guidance, advice and support based on their experiences. The UK partners will be expected to familiarise themselves with the Brazil Gender Equality Framework, share their most recent Athena Swan application (redacted) and work with the Brazilian Institution to pick one priority area to develop as a good practice case study project.

There will be four group workshops run by the British Council, Brazil, Advance HE and Cuidemos to support the partnership programme and all UK and Brazilian HEIs will be expected to attend. The proposed workshop topics will be:

- Workshop 1 – Introduction to the project and the Gender Equality Framework
- Workshop 2 - Evaluating culture, inclusion and belonging
- Workshop 3 - Identifying priorities and designing actions
- Workshop 4 - Partnership updates, practice sharing, M&E tool use and HE Connect

The partnership programme has been mapped onto key areas of the Brazilian gender equality framework and includes:

- Understanding the Brazilian and UK contexts
- How to approach the equality charter journey and preparing for self-assessment
- Collecting and analysing data on equality and diversity
- SMART Action planning
- Evaluating progress, evidencing success and maintaining momentum
- Lessons learned and good practice examples
- Sharing Athena Swan material

It is envisaged that the formal partnership programme will go on for 12 months and the details of the programme are presented in Annex 4 – Gender Equality Framework Partnership Project Plan.

Each Athena Swan partner will provide an EDI lead and a senior leader contact for the programme. In return for the support provided, each UK Athena Swan institution will receive the following grant funds, according to the size and arrangement of each partnership project:

	<b>Consortium size</b>	<b>Grant funds</b>
<b>A</b>	Partnership consortia made of up to three institutions (1 UK and 2 BR)	Up to £22,000 (twenty-two thousand pounds Sterling)
<b>B</b>	Partnership consortia of 4 or more institutions (at least 1 UK and 2 BR)	Up to £30,000 (thirty thousand pounds Sterling)

It is hoped that whilst the formal programme will end after 12 months that this will create ongoing collaborative opportunities around EDI and research.

## Objectives, outcomes, and outputs

The partnership programme objectives, outcomes and outputs can be summarised as follows:

<b>Objectives</b>	Support Brazilian HEIs through the Brazilian Gender Equality Framework, including a self-assessment process, which will enable the development of institutional policies and practices that will support progress towards achieving gender equality in science, technology, and higher education institutions in Brazil
<b>Outcomes</b>	<ul style="list-style-type: none"> <li>• Sustainable partnerships between Brazilian and UK HEIs are developed, which foster exchange and development of good practice initiatives in gender equality in science, technology, and higher education institutions in Brazil.</li> </ul>
<b>Outputs</b>	<ul style="list-style-type: none"> <li>• Partnerships for training, mentoring and support are established between UK and Brazilian HEIs.</li> <li>• UK institutions provide capacity-building and support for Brazilian institutions undertaking their gender equality framework process.</li> <li>• Sustainable platforms and networks for sharing good practice and amplifying impact are developed and strengthened.</li> </ul>

Advance HE will facilitate the use of Advance HE Connect<sup>4</sup> as an online networking portal and as a depository of useful resources.

<sup>4</sup> Advance HE Connect is a free online networking tool <https://connect.advance-he.ac.uk/> and a training session will be provided for all UK and Brazilian participants in workshop 4.

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## Eligibility guidelines

### Who may apply?

UK higher education institutions who are members of the Athena Swan Charter and recipients of an Athena Swan award are eligible to apply provided that:

1. They are members of the Athena Swan Charter and hold a Gold, Silver or Bronze Athena Swan award at the time of application, and both the membership and the award is still in place until December 2023.
2. Institutions which received a grant under the Women in Science: UK-Brazil Gender Equality Partnerships Call 2021 are eligible provided that:
  - They partner with at least one other UK institution which also complies with item 1 above.
  - They establish wider partnerships with Brazilian institutions beyond the ones in place for the 2021 call – i.e., existing UK-Brazil partnerships need to aggregate at least two other Brazilian partners for the present call.
  - They outline how they will embed learning from the 2021 Call into the 2022 Call project and how they will sustain existing knowledge exchange and support for partners from the 2021 call.

Lead UK institutions will only be eligible to receive a maximum of one grant throughout the present call.

The grant agreement will be signed solely the Lead UK Institution, and not with an individual.

All proposals will be assessed against the Annex 5 - Eligibility Criteria Checklist.

### Characteristics of an eligible proposal

1. The proposal must demonstrate clear evidence of knowledge and expertise from the UK institution, the Lead Institution, on their previous work on gender equality in STEM.
2. Each eligible UK institution interested in applying to the present call is expected to establish a partnership with at least two (02) Brazilian higher education and/or science and technology institutions, to be clearly nominated in the application form, to engage in the project. The evidence of the institutional engagement must be clearly stated in a letter of support, dully signed by a senior representative of each institution, such as the vice-chancellors or pro-vice chancellors.
3. The proposal must clearly state each expenditure item to be funded by the grant, detailing all information on Annex 3 –Budget Summary Template.

## Application process

The deadline to submit your application is **20 November 2022 (23:59 GMT-3)**.



Please submit your application alongside all required documents via email to [marcela.gobo@britishcouncil.org](mailto:marcela.gobo@britishcouncil.org) copying [mariane.orsolan1@britishcouncil.org](mailto:mariane.orsolan1@britishcouncil.org).

Applicants must attach the following documents, in pdf format, to their email message:

1. CVs of the UK Lead applicants and Brazil partner institutions
2. Institutional Letters of Support from each UK and Brazilian institutions partaking in the present call. Each letter should be signed by a senior representative of the respective institution, such as vice-chancellors and pro vice-chancellors.
3. Annex 2 – Application Response Sheet thoroughly completed. The document must include a detailed table showcasing the project timeline and which activities will be developed/delivered in each of the 12 months of implementation
4. Annex 3 – Budget Summary Template.

Applicants are responsible for ensuring the documentation is thoroughly and correctly completed. All required documentation must be attached to the email message, as referenced in Annex 2 – Application Response Sheet, where relevant.

Incomplete applications, e.g., missing required documents, will not be considered.

## Selection process

The received proposals will be evaluated by a deliberating panel following the stages below:

Step 1: internal checks will be held to ensure all required documents have been provided according to the specifications. Incomplete and/or incorrect submissions will be disqualified and not proceed to further evaluation – Step 2.

Step 2: The proposal will then be evaluated in accordance with the criteria and weightings set out below. If excluded at this point it will not be evaluated any further.

### Note:

- For proposals from UK institutions who have not participated in the 2021 call, please consider Table A.
- For proposals from UK institutions who participated in the 2021 call, please consider Tables A and B, as additional criteria apply.

A British Council panel will evaluate the proposals against the following criteria:

**Table A:**

	<b>Criteria</b>	<b>Weight</b>
<b>1</b>	Lead UK institution's qualifications and competencies in relation to the promotion of gender equality	25%
<b>2</b>	How the proposed methodology engages multiple strands of activity to deliver on the expected outcomes of the project, while ensuring the scalability and continuity of the project beyond the partnerships period	30%

<b>3</b>	The needs and interests from the Brazilian partner institutions are clearly explained with an outline of how the proposal will address those, and indicators to measure results	20%
<b>4</b>	Value for money and clear calculation of required resources	10%
<b>5</b>	Ability and commitment to cascade the learnings to at least another higher education institution in Brazil (i.e., beyond the established Brazilian partners)	5%
<b>6</b>	Track record and proven interest in the Americas region	5%
<b>7</b>	Budget commitment (match funding or in-kind contributions) to the proposal	5%

**Table B:**

	<b>Criteria</b>	<b>Weight</b>
<b>1</b>	Demonstration of how learning from the 2021 Call will be embedded in the 2022 Call.	100%

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## Evaluation

The proposals will be evaluated according to the above criteria, and will be awarded the marks presented in the table below:

Points	Interpretation
10	<b>Excellent</b> – Overall the response demonstrates that the applicant meets all areas of the requirement and provides all of the areas of evidence requested in the level of detail requested. This, therefore, is a detailed excellent response that meets all aspects of the requirement leaving no ambiguity as to whether the applicant can meet the requirement.
7	<b>Good</b> – Overall the response demonstrates that the applicant meets all areas of the requirement and provides all of the areas of evidence requested, but contains some trivial omissions in relation to the level of detail requested in terms of either the response or the evidence. This, therefore, is a good response that meets all aspects of the requirement with only a trivial level of ambiguity due to the applicant's failure to provide all information at the level of detail requested.
5	<b>Adequate</b> – Overall the response demonstrates that the applicant meets all areas of the requirement, but not all of the areas of evidence requested have been provided. This, therefore, is an adequate response, but with some limited ambiguity as to whether the applicant can meet the requirement due to the applicant's failure to provide all of the evidence requested.
3	<b>Poor</b> – The response does not demonstrate that the applicant meets the requirement in one or more areas. This, therefore, is a poor response with significant ambiguity as to whether the applicant can meet the requirement due to the failure by the applicant to show that it meets one or more areas of the requirement.
0	<b>Unacceptable</b> – The response is non-compliant with the requirements of the present call and/or no response has been provided.

All decisions of the panel will be final and binding. No correspondence will be entered into with the unsuccessful applicants. We reserve the right to contact applicants to request or negotiate an amendment to an aspect of the proposal, including e.g., budget items or project timeline, to best meet the objectives of the present call.

## Call and project timeline

Description	Deadlines
Call launch and start of application phase	10 October 2022
Submission of clarification questions	10 November 2022
Proposal submission deadline	20 November 2022 (23:59 GMT-3)
Evaluation process	By 24 November 2022
Publication of the results	By 28 November 2022
Contracting phase – due diligence	By 02 December 2022
Contracting phase – agreement signatures	By 08 December 2022
Project implementation	January 2023 to 31 January 2024

Requests for clarification can be submitted to [marcela.gobo@britishcouncil.org](mailto:marcela.gobo@britishcouncil.org) copying [mariane.orsolan1@britishcouncil.org](mailto:mariane.orsolan1@britishcouncil.org).

No request received after the deadlines will be considered.

The British Council accepts no responsibility whatsoever for any technical failure or malfunction or any other problem with any system, server, provider or otherwise that may result in any proposal being lost, delayed or not properly registered. In case of technical disruptions affecting the submission methods, please reach out to [mariane.orsolan1@britishcouncil.org](mailto:mariane.orsolan1@britishcouncil.org) prior to the submission deadline, **20 November 2022 – 23:59 GMT-3**.

The British Council is not obliged to engage in further discussions or offer advice on proposals. The decision of the British Council regarding the grant is final.

The British Council accepts no responsibility for failure to notify successful applicants where such failure results from the provision of inaccurate contact details by the applicants or omissions of any third party, including any internet provider, and shall have no liability to any applicant if it is prevented from or delayed delivering any aspects of the opportunity by acts, events, omissions, or accidents beyond reasonable control.

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## Grant funds

According to the size and arrangement of partnership consortia, each of UK lead institutions of the four selected projects will receive a maximum total of

- £22,000 (twenty-two thousand pounds Sterling), for consortia made of three HEIs<sup>5</sup>
- £30,000 (thirty thousand pounds Sterling) for consortia made of four institutions or more<sup>6</sup>

The agreement will be signed for a period of up to twelve (12) months, from January 2023 to January 2024.

The grant award will be paid in two instalments, upon completion of relevant checks and milestones within the project timeline and according to the agreement, as per below:

Amount	Details
90% of total grant funds	Disbursed to each successful applicant within 60 days of grant agreement signature.
10% of total grant funds	Disbursed to each successful applicant upon submission and approval of project completion reports.

Requested grants shall be executed within a period of 12 months, and may cover costs such as:

- Organising meetings, seminars, workshops, trainings, mentorships
- Developing training materials
- Activities to establish and strengthen collaborative links
- Consultancy fees
- Travel and subsistence costs directly related to the operation of the project with the purpose of knowledge exchange.

Please refer to Annex 3 – Budget Summary Template for reference on the grant funds allocation limit for each expenditure category. Budgets are subject to relevant adjustments before the signing of the agreement.

All materials developed during the present partnership programme will only be disseminated internally within the participating organisations. External dissemination strategies must be aligned with the British Council in due course.

In the event of any underspent of the grant funds, this may be used for further activities under the project provided that:

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<sup>5</sup> Respecting the minimum eligibility criteria and made of one UK institution and two Brazilian ones.

<sup>6</sup> As long as the partnership includes at least one UK institution and two Brazilian ones.

1. A new budget and activities plan is shared with the British Council for validation
2. The proposed activities are in accordance with the Standard Terms of Grant Agreement (Annex 1)
3. The British Council approves it prior to the commencement of said activities.

## Restricted items not covered by the grant funds

- The grant will not fund the purchase of equipment which institutions would normally be expected to possess, such as computing equipment as laptops.
- The grant will not fund conference or seminar attendance to disseminate findings, unless specifically advised by the British Council.
- The grant is not intended to work field work of PhD candidates or similar individual research-related activities.
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## Reporting requirements

Each of the items presented in the table below are to be submitted to the British Council and M&E consultants within the indicated deadlines. Narrative and financial report templates are annexed to the call website for applicants' reference.

	<b>Deliverable</b>	<b>Deadline</b>
1	<b>Detailed partnership plan</b> – no template available	By 22 January 2023 (23:59 GMT-3)
2	<b>Interim narrative and financial reports</b>	By 30 June 2023
3	<b>Final narrative and financial reports</b>	By 30 November 2023

## Project duration

The project must be undertaken between January 2023 and January 2024.

Funding will be transferred to the successful UK Lead Applicant institution within a maximum of 60 days upon grant agreement signature by the British Council, as per agreed payment schedule.

Expenses incurred by the institutions prior to the effective start date, including any costs incurred in the production of the proposal, cannot be charged to the grant funds.

## Conditions of the award

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1. Intellectual property rights of this project will be set in accordance with the Standard Terms of Grant Agreement (Annex 1) for Intellectual Property.
  2. Successful institutions must satisfy the conditions of grant funds expenditure, ensuring all expenses have been incurred in accordance with the original proposal by providing a detailed financial report as per the agreed timeline.
  3. Lead UK institutions must agree to the Standard Terms of Grant Agreement, as presented in Annex 1. The agreement template is final. By applying to the present call, the Lead UK institution accepts these terms, if the application is successful.

## **Benefits of the award to successful institutions**

- Grant funding which enables the partnership project development
- Engagement with appropriate government partners and higher education, science and technology institutions overseas, as agreed on a case-by-case basis.
- Engagement with key organisation from the educational sector in Brazil willing to advance the gender equality agenda in STEM, sharing best practices across strategic stakeholders for mutual learning.
- Implementing the Brazil Gender Equality Framework for Higher Education Institutions, with the support of UK partners, seasoned and experienced in the process of applying for Athena Swan.
- Building capacities with the support of Advance HE and Brazil-based consultants, through a series of online workshops designed to guide the path towards best practices in gender equality.
- Promotion of the project results through the British Council internal and external networks.

## **List of annexes – files available for download**

Annex 1 – Standard Terms of Grant Agreement

Annex 2 – Application Response Sheet

Annex 3 – Budget Summary Template

Annex 4 – Gender Equality Framework Partnership Project Plan

Annex 5 – Eligibility Criteria Checklist

Annex 6 – Template for Narrative Report

Annex 7 – Template for Financial Report