Women in Science

UK Brazil Gender Equality

Partnerships Call

Call for Proposals

Application Form

Instructions

Please complete this Form and upload all necessary documentation to the online form by **3 October 2021** **23:59 (UK time)**

Fail to upload any required documentation will result in ineligibility.

Only UK institutions awarded with Athena Swan certification (gold, silver, or bronze) are eligible for this call.

Privacy consent

The British Council complies with data protection law in the UK (Data Protection Act 2018 / GDPR) and laws in project countries that meet internationally accepted standards. You have the right to ask for a copy of the information we hold on you, and to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator. For detailed information, please refer to the privacy section of our website, [www.britishcouncil.org/privacy](http://www.britishcouncil.org/privacy) or contact your local British Council office.

We will keep your information for a period of three years from the time of collection.

Yes

No

Important notice

Please see the call website for a Word version of the Application Form to be filled out and attached to this form, and which should be used to develop your application together with your partners. Please note, however, that the final version of your application MUST be submitted using this online form. The answers will NOT be automatically saved until you reach the last form page and click ‘send’.

If you are experiencing technical issues with the online form, please contact us BEFORE the submission deadline via [contato@britishcouncil.org.br.](mailto:contato@britishcouncil.org.br) If you alert us to technical issues only after the deadline, we may not be able to consider them when accessing eligibility of your application.

☐ I confirm that I have read and understood the above notice.

**Mandatory documents to be uploaded to online form**

Please note that all documents must be in .pdf format.

1. CVs of the UK and the Brazil Lead Applicants
2. Institutional Letters of Support from each UK/Brazilian Institution which are part of this project -*Please upload the letter of support from the UK and each Brazilian partner institution. Letters should be signed by senior institution representatives, such as: Head of International Office, Chancellor, Pro-Vice Chancellors etc.*
3. Application Response Sheet (Detailed proposal)
4. Activities and Budget Plan (.pdf format) - *Detailed timetable. Please include activities, reporting requirements, relevant dates and costs in your project timetable.*

Naming convention:

CV\_First Name Family Name

Support Letter\_Lead Institution Name

Support Letter\_Partner Institution Name

Application Response Sheet\_Lead Institution Name

Activities and Budget Plan\_Lead Institution Name

Lead Applicant (UK) Information

|  |  |
| --- | --- |
| Name and address of UK institution |  |
| UK Lead Applicant Name | **Please upload CV of the lead applicant to the online form (.pdf format)** |
| UK Lead Applicant Job Title |  |
| UK Email Address |  |
| UK Phone Contact |  |
| Gender |  |
| I have the approval to submit this application on behalf of my institution | Yes  No  **Please upload the duly signed Letter of Institutional Support to the online form**  **(.pdf format)**  *Letters should be signed by senior institution representatives, such as: Head of International Office, Chancellor, Pro-Vice Chancellors etc.* |
| Athena Swan award status | Award level:  Gold  Silver  Bronze |
| EDI Lead Name | **Please upload CV of the EDI lead to the online form (.pdf format)** |
| EDI Lead Job Title |  |
| Email Address |  |
| Phone Contact |  |
| Gender |  |

Partner Applicants (Brazil) Information

Brazilian Institution (1)

|  |  |
| --- | --- |
| Name and address of Brazilian institution |  |
| BRA Lead Applicant Name | **Please upload CV of the partner applicant to the online form (.pdf format)** |
| BRA Lead Applicant Job Title |  |
| BRA Email Address |  |
| BRA Phone Contact |  |
| Gender |  |
| I have the approval to submit this application on behalf of my institution | Yes  No  **Please upload the duly signed Letter of Institutional Support to the online form**  **(.pdf format)**  *Letters should be signed by senior institution representatives, such as: Head of International Office, Chancellor, Pro-Vice Chancellors etc.* |

Brazilian Institution (2)

|  |  |
| --- | --- |
| Name and address of Brazilian institution |  |
| BRA Lead Applicant Name | **Please upload CV of the partner applicant to the online form**  **(.pdf format)** |
| BRA Lead Applicant Job Title |  |
| BRA Email Address |  |
| BRA Phone Contact |  |
| Gender |  |
| I have the approval to submit this application on behalf of my institution | Yes  No  **Please upload the duly signed Letter of Institutional Support to the online form**  **(.pdf format)**  *Letters should be signed by senior institution representatives, such as: Head of international Office, Chancellor, Pro-Vice Chancellors etc.* |

**Detailed proposal**

1. Brief summary of UK lead organisation; including a description of the institution (e.g. size, location, number of students, teaching/research focus) and your track in gender equality work, (max 300 words)
2. Your experience of engaging with the Athena Swan charter (max 250 words)

(Include details of awards received with timelines)

1. Suitability Statement (max 500 words)

Please explain why you are suitable to be considered for this grant award, and refer, whenever possible, to the selection criteria. Include any similar experiences that you might have had previously.

1. Project summary (max 2000 words)

Please provide a summary of the project and a detailed activity plan to be implemented throughout the duration of the project. Please provide a general introductory summary of the training/capacity building programme, as context for the activity plan. Please also explain 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 partnership period. (2000 words).

Please also complete the *Activities and Budget Plan* to be uploaded, detailing the chronological sequencing of project activities.

1. Intellectual Property Rights

Recipient will grant to the British Council an irrevocable, royalty-free, non-exclusive, worldwide right and licence to use any information, data, reports, documents, or other materials obtained, created or developed in the course of the Project, including the Final Report, for non-commercial purposes to publicise and report on the activities of the British Council in connection with the award of the Grant and the delivery of the Project.

Explanation of any IPR issues:

1. Equality Diversity and Inclusion (max 250 words)

Please describe your alignment with the British Council organisational approach to equality, diversity and inclusion when planning the development of the programme/project. Our [**equality policy (PDF 258kb)**](https://www.britishcouncil.org/sites/default/files/equality-policy-2017.pdf) and our [**EDI strategy (PDF 142kb)**](https://www.britishcouncil.org/sites/default/files/edi-strategy-2017.pdf) explain our approach, which is to try to make sure that EDI is central to everything we do.