Going Global Partnerships

Application Form

**HE Connects 2024:**

***UK – Mexico Partnerships for TNE and Internationalisation***

July 2024

Application for HE Connects 2024

Americas: Mexico

Please submit the completed application form to [Monica.Angulo@BritishCouncil.org](mailto:Monica.Angulo@BritishCouncil.org) by **23:59** **(UK Time)** **Thursday 05 September 2024**. Please note that it is your responsibility to ensure delivery by deadline. Applications will **not be** considered if they are received after the deadline. We recommend that you send at least one hour before the official deadline.

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| section 1: project title, partnership and CONTACT DETAILS | |
| **Project title** |  |
| **Partner countries** |  |
| **Duration of collaboration, in months** (it should not exceed 12 months) |  |
| **Proposed start date (DD/MM/YYYY)** | Click or tap to enter a date. |

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| CONTRACTING INSTITUION DETAILS | |
| **Full name, including title, of person leading on this application** |  |
| **Position/Job Designation within institution** |  |
| **How would you describe your gender** | Female  Male  non-Binary  Another way  Prefer not to say |
| **Do you consider yourself to have any disability** | No  Yes  Prefer not to say |
| **Your personal institutional email address** |  |
| **Your LinkedIn profile** (if applicable) |  |
| **Institution name - responsible for application submission and contract signing** (give full legal name) |  |
| **Lead institution address** (including country) |  |
| **Type of institution** |  |
| **Department/Faculty or School responsible for this application** |  |
| **Name of Deputy (**who can deputise for the Lead Person if they are unable to lead the collaboration for any reason**)** |  |
| **Deputy - current position** |  |
| **Deputy - email address** |  |
| **Name of Head of Department** |  |
| **Name of person with delegated authority within Institution for approving this application** | **Name**:  **Position**: |

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| PARTNERING INSTITUTION(S) DETAILS – Partner 1 | |
| **Partner 1** **Institution name** (please enter full legal name) |  |
| **institution address** (including country) |  |
| **Department/Faculty or School** |  |
| **Type of institution** |  |
| **Full name, including title, of person leading from partner institution** |  |
| **Position/Job Designation within institution** |  |
| **Institutional email address** |  |
| **LinkedIn profile** (if applicable) |  |
| **How do they describe their gender** (please check with them) | Female  Male  non-Binary  Another way  Prefer not to say |
| **Do they consider themselves to have any disability** (please check with them) | No  Yes  Prefer not to say |

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| PARTNERING INSTITUTION DETAIL – Partner 2 (if applicable) | |
| **Partner 2** **Institution name** (please enter full legal name) |  |
| **institution address** (including country) |  |
| **Department/Faculty or School** |  |
| **Type of institution** |  |
| **Full name, including title, of person leading from partner institution** |  |
| **Position/Job Designation within institution** |  |
| **Institutional email address** |  |
| **LinkedIn profile** (if applicable) |  |
| **How do they describe their gender** (please check with them) | Female  Male  non-Binary  Another way  Prefer not to say |
| **Do they consider themselves to have any disability** (please check with them) | No  Yes  Prefer not to say |

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| PARTNER INSTITUTION DETAIL – Partner 3 (if applicable) | |
| **Partner 3** **Institution name** (please enter full legal name) |  |
| **institution address** (including country) |  |
| **Department/Faculty or School** |  |
| **Type of institution** |  |
| **Full name, including title, of person leading from partner institution** |  |
| **Position/Job Designation within institution** |  |
| **Institutional email address** |  |
| **LinkedIn profile** (if applicable) |  |
| **How do they describe their gender** (please check with them) | Female  Male  non-Binary  Another way  Prefer not to say |
| **Do they consider themselves to have any disability** (please check with them) | No  Yes  Prefer not to say |

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| **PARTNERSHIP** |

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| **Is this partnership building on a previous or active collaboration between the partners?** | No, this is a new partnership.  Yes, we are currently collaborating.  Yes, we have collaborated previously. |
| **If you replied “yes”** to the previous question **and** you received British Council funding for this partnership, please give details |  |
| **If you replied “no”,** and no prior collaboration has taken place, how have the teams come to know one another? | Through advice  Organic network of team members  Tangential collaboration within own department  Tangential collaboration within institution  Other (briefly explain below)  Details (if applicable) – |
| **Partnership sustainability –**  How will connections established during this project life cycle be sustained after the end date for both institutions and teams involved? | **Partner Institutions**  Organically/informally (i.e., the team will need to review outputs first but will keep in touch at least)  This is part of a wider research project, so it will evolve to next stage (funding is in place or funding to be determined)  **Teams involved**  The departments will set up comms to keep channels open for research collaborations,  Mobility of staff/students will be encouraged.  Active research/work (funding in place)  Active research/work (funding to be determined),  Regulatory: Memorandum of Understanding, processes, systems to be developed |

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| **Associated Partners (from both Mexico and the UK) affiliated with:**   * Higher Education providers * Not-for-profit research institutions, establishments, 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 |

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| **Associate Partner 1** | |
| **Institution/Organisation Name** |  |
| **Brief description of organisation (max 50 words)** |  |
| **Lead (full name/title)** |  |
| **How do they describe their gender** (please check with them) | Female  Male  non-Binary  Another way  Prefer not to say |
| **Role/Contribution to project (max 50 words)** |  |
| **How do they add value? (max 50 words)** |  |

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| **Associate Partner 2** | |
| **Institution/Organisation Name** |  |
| **Brief description of organisation (max 50 words)** |  |
| **Lead (full name/title)** |  |
| **How do they describe their gender** (please check with them) | Female  Male  non-Binary  Another way  Prefer not to say |
| **Role/Contribution to project (max 50 words)** |  |
| **How do they add value? (max 50 words)** |  |

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| **Associate Partner 3** | |
| **Institution/Organisation Name** |  |
| **Brief description of organisation (max 50 words)** |  |
| **Lead (full name/title)** |  |
| **How do they describe their gender** (please check with them) | Female  Male  non-Binary  Another way  Prefer not to say |
| **Role/Contribution to project (max 50 words)** |  |
| **How do they add value? (max 50 words)** |  |

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| SECTION 2: PROJECT DESCRIPTION AND ACTIVITIES |

**Briefly summarise the objective of this proposal within the timeframe of the grant including details of activities that will be undertaken to attain these objectives** (1000-word limit)**:**

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| SUSTAINABLE DEVELOPMENT GOALS | | | | | |
| (which of the following SGDs will this project contribute towards – select up to 5) | | | | | |
| **SDG01 –**  **No Poverty** | **SDG02 – Zero Hunger** | **SDG03 – Good Health and Well Being** | **SDG04 – Quality Education** | **SDG05 – Gender Equality** | **SDG06 – Clean Water and Sanitation** |
| **SDG07 – Affordable and Clean Energy** | **SDG08 – Decent Work and Economic Growth** | **SDG09 – Industry Innovation and Infrastructure** | **SDG10 – Reduced Inequalities** | **SDG11 – Sustainable Cities and Communities** | **SDG12 – Responsible Consumption and Production** |
| **SDG13 – Climate Action** | **SDG14 – Life Below Water** | **SDG15 – Life on Land** | **SDG16 – Peace and Justice Strong Institutions** | **SDG17 – Partnerships for the Goals** |  |
| |  | | --- | | **OUTCOMES** |   **What are the expected outcomes of the proposed project?**   |  |  |  | | --- | --- | --- | | **Expected Outcome 1** |  | **Select**:  Immediate outcome – within 1 month of end of project  long-term outcome – 12 months+ after project finishes | | **Expected Outcome 2** |  | **Select**:  Immediate outcome – within 1 month of end of project  long-term outcome – 12 months+ after project finishes | | **Expected Outcome 3** |  | **Select**:  Immediate outcome – within 1 month of end of project  long-term outcome – 12 months+ after project finishes | | | | | | |
| |  | | --- | | **OUTPUTS** |   **What are the anticipated tangible outputs and proposed benefits for the following:**   |  |  | | --- | --- | | **Your department** |  | | **Your institution in relation to its institutional strategy** |  | | **Your partners** |  | | | | | | |

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| ACTIVITIES AND MONITORING | | | |
| **Activity description** | **Indicator**  (Tangible measure of the success of the activity) | **Target**  (Number of people planned to reach) | **Resources**  (Including budget) |
| **Example**: Student and Faculty Exchanges | Number of students | 1,000 | GBP 1,000  And Senior Manager (25 days) |
| Activity 1 |  |  |  |
| Activity 2 |  |  |  |
| Activity 3 |  |  |  |
| Activity 4 |  |  |  |
| Add more as needed |  |  |  |

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| **How will you assess whether the outcomes have been achieved and that the overall project has been successful?** |
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| **What measures will you put in place to ensure the sustainability of this project once the funding period has ended?** |
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| ODA REQUIREMENT: Relevance to economic development, social welfare, and environment |

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| Describe how the project and planned activities will contribute to the **economic development** and **social welfare** of Mexico. These can develop over the medium term (3-5 years) but the connection to the project outcomes needs to be clear (max 300 words) |
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| ENVIRONMENTAL IMPACT |

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| What is the expected impact of the proposed project on the climate and environment (both throughout the project and beyond)? |
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| If travel is planned, please provide justification why travel is essential to ensure project outcomes and impact |
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| What measures will you take to minimise the impact on the environment or limit the carbon footprint of travel? |
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| **GENDER & EDI IMPACT**  Applicants need to show how the proposed project will contribute to reducing gender inequalities in partnering institutions and countries.  **GENDER** – Please use the sections below to describe the intended impacts that the project will have on gender equality (taking into consideration the intersectionality with other EDI identities  <https://www.britishcouncil.org/about-us/our-values/equality-diversity-inclusion> |

**Gender journey –** Please identify in which phase the project will start, and where you aim to be at the end of it.

Please refer to the call guidance document for definitions of the stages shown below.

  
Where we are:

Where we aim to be:

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| **Analysis** - what are the key gender equality issues that are relevant to your project and how it will contribute to addressing these. |
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| **Measures** – what measure will be put in place to ensure equal and meaningful opportunities for women, girls, and minority genders, including project design and team composition as well as activities and outcomes; |
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| **Expected impact –** what is the expected impact (benefit and losses) on (a) men; women; other genders; and (b) the power relations between people of different genders |
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| **Risks** - How will any risks or unintended negative consequences on gender equality will be avoided |
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| **Outcomes and Outputs** - How l relevant outcomes and outputs will be measured in order to demonstrate impact on gender equality including with data disaggregated by age and gender. |
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| **Lessons Learned** - How are you planning to share lessons learned within your community (institute/university)? |
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| **EQUALITY, DIVERSITY and INCLUSION (EDI)** - Is this project including or addressing any additional Equality, Diversity and Inclusion aspects (e.g. age, disability, ethnicity, religion, sexual orientation and socio-economic background)? |

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| Please specify the groups included and how they will benefit from the activities (300 words max) |
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| SECTION 3: FUNDING and resources | |
| Total funding requested from the **British Council** (maximum £23,000) | £ |
| **Co-funding**  Will you be receiving direct monetary funding from other sources | No  Yes  If “**yes**” – state the source of the funding and value: |
| **Benefit in Kind**  Will you be receiving any indirect benefit in kind (e.g. free use of equipment or premises; uncharged staff time etc ). | No  Yes  If “**yes**” – state the approximate value of this benefit: |
| **Budget – direct and indirect costs** | Please complete the mandatory **Budget Sheet** found in the call documents. **Note** – we will not accept any alternative version. |

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| section 4: risk management & ETHICS | |
| What are the key risks in implementing this project, and how will you manage/mitigate them?  Please consider  -related risk and safeguarding measures that may be needed. | **Risk 1:**  **Management:** |
| **Risk 2:**  **Management:** |
| **Risk 3:**  **Management:** |
| ***Add more lines if necessary.*** |
| How will you ensure that activity will be carried out to the highest standards of ethics and research integrity, at least equivalent to those of the UK?  (200 words max) |  |
| How potential ethical and health and safety issues arising as part of this collaboration have been considered, and how will they be addressed?  (200 words max) |  |

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| SECTION 5: COMMUNICATION AND ENGAGEMENT |

Please use the spaces to describe your communication and dissemination plan during and after the project.

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| **Why** – what you hope to accomplish by telling people about your project`s work. Your communication goal(s) |
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| **What** – what you want to disseminate |
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| **To whom** – your audiences for general and also for specific communication |
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| **How** – how you plan to disseminate information about your project? |
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| **When** – how often and when you will communicate about your project |
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| section 6: INTELLECTUAL PROPERTY RIGHTS (IPR) |
| Will intellectual property created through the collaboration be protected?  No  Yes |
| **If you answered “Yes”, to the previous question**, please provide details of the arrangements to be made regarding IPR. |

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| Supporting Documents | |
| (Tick to confirm documentation supplied at time of application submission) | |
| CV for the Lead Person at Contracting Institution | No  Yes |
| CV for the Lead Person from each Partnering institution listed in Section 1 | No  Yes |
| Signed letter of support from the Head of Department (or equivalent) of the Contracting Institution, **including expression of the commitment and willingness to receive funding and to sign the standard grant agreement with the British Council without negotiation.** Sample contract is made available during the application process as part of the call documentation. | No  Yes |
| Signed letter(s) of support from the Head of Department (or equivalent) of the **Partnering Institution(s)** listed in Section 1. | No  Yes |
| Detailed budget sheet (using the template provided on the call website) | No  Yes |

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| pre-submission confirmation  \*both THE CONTRACTING AND PARTNERING INSTITUTIONS CONFIRM THE FOLLOWING STATEMENTS: \* | |
| Neither the contracting nor partnering Lead Person(s) are, or may be, subject of a conflict of interest during the grant award procedure.  **I confirm the above statement  I am unable to confirm the above statement** | |
| Have you obtained permission to submit this application on behalf of the partnering institutions?  **No  Yes** | |
| Both the contracting and partnering Lead Person(s) and their institutions have the professional resources, competencies and qualifications necessary to complete the proposed action.  **I confirm the above statement  I am unable to confirm the above statement** | |
| Neither the contracting nor partnering Lead institution(s) are bankrupt, being wound up, or having their affairs administered by the courts.  **I confirm the above statement  I am unable to confirm the above statement** | |
| Neither the contracting nor partnering Lead institution(s) have entered into an arrangement with creditors or suspended business activities or have any analogous situation arising from a similar procedure provided for by national legislation or regulations.  **I confirm the above statement  I am unable to confirm the above statement** | |
| Neither the contracting nor partnering Lead Person(s) are guilty of grave professional misconduct proven by any means which the contracting authority can justify.  **I confirm the above statement  I am unable to confirm the above statement** | |
| Neither the contracting nor partnering Lead Person(s) have been the subject of a judgement which has the *force of* *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the British Council or partner organisations' financial interests.  **I confirm the above statement  I am unable to confirm the above statement** | |
| Neither the contracting or partnering Lead Person(s) are guilty of misrepresentation in supplying the information required as a condition for participation in the grant award procedure or of failure to supply this information.  **I confirm the above statement  I am unable to confirm the above statement** | |
| 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 is 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.  **I confirm that I have read and understood the above notice.  No  Yes** | No  Yes |

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| data protection notice |
| The British Council will use the information provided in the application for processing the application, making any consequential grant award, for the award payment, monitoring, maintenance, and review of the award.  To carry out the selection process for this grant, we may also share your information with our national partner organisations. The reason for this is that in countries where we work with partner organisations, the final decision on grants will be made in collaboration with them.  British Council complies with data protection law in the UK and laws in other countries that meet internationally acceptable standards.  British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards.  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 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, [**https://www.britishcouncil.org/privacy-cookies/data-protection**](https://www.britishcouncil.org/privacy-cookies/data-protection) or contact your local British Council office. We will keep your information for a period of 7 years from the time of collection.   |  | | --- | | **I have read and understood the above  No  Yes** | |
| |  |  | | --- | --- | | Please tick this box to confirm that you are willing for the British Council to share your information with partner organisations for the purpose of this funding application (please note; if you do not agree to this we may not be able to consider your application for funding). | **No  Yes** - I am willing for my information passed on to British Council partner organisations for the purpose of this funding application. | | The British Council wishes to publish information on successful applications (including the summary provided on the first page of this form) on their website, in promotional materials disseminated through any medium, and in reports and documents. | **No  Yes** - I agree to be contacted, should the British Council wish to use my information/gather further information for publications or promotional material | | The British Council will not publish personal details on their website or via other media  without prior permission. | **No  Yes** - I agree to my information being included on the British Council website | |

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| Submission process note |
| Please note that a confirmation email will be sent to your email address. If you do not receive the email following the submission of this form, please contact us [Monica.Angulo@britishcouncil.org](mailto:Monica.Angulo@britishcouncil.org) within 3 working days from the deadline, otherwise your application will be considered ineligible. |