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WORKSHOP GUIDELINES July 2015 Mexico

1. Background

Tackling global challenges – such as extreme weather conditions, urbanisation, access to affordable health care, food and energy security and meeting the social and economic needs of a growing population – requires an integrated research and innovation approach, bringing together communities from different disciplines, sectors and countries in high-quality collaborations. The Newton Fund aims to build UK-Mexico research and innovation collaborations centred on these shared research and innovation challenges which have **direct** relevance to Mexico's social welfare and economic development.

The aim of Newton Researcher Links Workshops is to enhance and strengthen links for future collaboration, build research capacity in developing economies and enhance the researchers' career opportunities. The call is open to all institutions meeting the requirements in these guidelines.

2. Overview of the funding opportunity

The Workshop grants are designed to provide financial support to bring together a UK/Mexico bilateral cohort of early career researchers to take part in workshops to meet the overarching objectives. The programme is supported by UK government and partner country funding and forms part of the Newton Fund (<http://www.britishcouncil.org/education/science/researcher-links>).

Each workshop will be coordinated by two Leading Researchers¹, one from each country, and will focus either on a specific research area or on an interdisciplinary theme (for example 'Sustainable Cities'). Workshop coordinators can identify up to four additional Leading or Established Researchers¹ (two from each country) to be involved in the workshop and act as mentors, but the remaining participants must be researchers at an earlier stage in their career.

Proposals in any discipline/multidisciplinary area will be accepted (including the natural sciences, social sciences, arts and humanities). However, some countries have specified areas (see Annex 1 for country specific guidance).

All Researcher Links-funded workshops will have the following three overarching objectives:

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 coordinators 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.

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- **Support international development-relevant research** – Workshops are intended to support research areas relevant to the economic development and welfare of partner countries.
- **Contribute to capacity building of early career researchers** – The proposal must include a description of how the workshop will contribute to the personal and professional development of the participants. Workshop coordinators should indicate how they envisage this occurring, including any plans for long-term mentoring of early career researchers (either within each country, or cross-nationally).
- **Establish new research links or significantly develop existing links, with the potential for longer term sustainability** – Coordinators must outline the specific outputs anticipated from the workshop. The aim of the workshop is to stimulate longer term links between the UK and partner countries, as well as to contribute to the personal and professional development of the participants. The workshop proposal should include an explanation of the mutual benefits to the UK and partner country researchers and institutions. They should also explore any potential longer term benefit that might arise, thinking about who might benefit and how they might benefit and describing the actions that will be taken to ensure that potential impact is realised.

In the July 2015 call the following countries are inviting proposals for Researcher Links workshops:

Egypt, Indonesia, Mexico, Philippines, and Vietnam

Please note that subsequent calls for proposals may involve different partner countries.

3. Relevance to economic development and social welfare

Researcher Links Workshops are intended to support research areas relevant to the development of partner countries.

We define research with development relevance as research (applied or fundamental) that has the potential to contribute to the economic development and social welfare of low- and middle- income countries², benefitting poor and vulnerable populations in these countries. **In order to be considered for funding under this programme, all proposals must clearly articulate a plausible pathway showing how the research may lead to positive impact on these populations within a reasonable timeframe (within 3-15 years). Applications which do not meet this criterion cannot receive UK Newton funding.**

Under this Programme, topics can fall into one or more of the research and innovation challenge areas below (unless specified further in Annex 1 for individual countries). Multidisciplinary proposals are welcome, and may include Social Sciences and Arts and Humanities. The challenge areas are as follows:

- o Agriculture (e.g. irrigation, crop yields)
- o Climate and environment (e.g. climate change, green technology, sustainable development, ecosystem services, resource scarcity)

² As defined by the OECD DAC list of official development assistance (ODA) recipients (<http://www.oecd.org/dac/stats/daclistofodarecipients.htm>).

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- o Sustainable energy for all
- o Education research for development
- o Economic growth (e.g. equitable growth, financial sector development, private sector development)
- o Health (e.g. HIV/AIDS, malaria, tuberculosis, neglected tropical diseases, child mortality, maternal health)
- o Water and sanitation
- o Food and nutrition (including food security)
- o Demographic change and migration
- o Rural and urban development
- o Infrastructure (including civil engineering, information and communication technologies, big data for social and economic development)
- o Humanitarian disasters and emergencies, disaster risk reduction
- o Resilient and connected communities
- o Governance, society and conflict (e.g. transparency, accountability, effective institutions, land and natural resource rights, poverty alleviation, social development, structural inequalities, violence and security, peace building, civil society)
- o Development-relevant data collection, quality and access (including administrative data and macroeconomic statistics).

4. Who can propose a workshop?

Leading Researchers (see footnote 1 on previous page) may apply to be workshop coordinators and must propose a theme for the workshop using the online application form [here](#). The proposal must be a joint application, with one coordinator based at a UK institution and one based in Mexico. Applications must have the support of the home institutions, which is confirmed by checking a tick box in the online application. In this round, only one application may be submitted per Leading Researcher, but there is no limit to the number of applications submitted per institution.

5. Location of the workshops

It is expected that most workshops will take place in Mexico unless indicated otherwise in Annex 1. However, if there is a compelling reason for the workshop to take place in the UK, then this should be detailed in the proposal and agreed with the British Council.

6. Duration of the workshops

The minimum duration of a workshop is 3 days and the maximum duration is 5 days.

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7. Timing of the workshops

Workshops must take place between 1st February 2016 and 31st January 2017.

8. Who will take part in the workshops?

Between 15 and 20 researchers from each country can take part in each workshop. In addition, the coordinators can propose up to two additional Leading/Established Researchers (see footnote on page 1 for a definition) from each country to act as mentors. The remaining – and majority of – workshop places must be allocated to early career researchers through an open call once the British Council has notified the applicants that their proposal has been successful. Criteria for the selection of early career researchers will be made available to workshop coordinators. However, we would expect early career researchers to have been awarded their PhD not more than 10 years prior to the workshop (or to have equivalent experience), with allowances made for career breaks. If a researcher does not hold a PhD but has research experience equivalent to a PhD holder and works in a field where a PhD is not a pre-requisite for established research activity, they can still be considered eligible.

Role of the workshop coordinators: Coordinators submit the online application form along with a budget request, determine the workshop theme and shape the content/agenda of the workshop. Workshop coordinators – overseen by the relevant British Council Mexico office and CONACYT, will also be responsible for selecting mentors and early career researchers to participate in the workshop if the proposal is successful.

Under this call for proposals, workshop coordinators will be responsible for all organisational aspects of the workshop logistics (including travel arrangements for participants and booking of the workshop venue). The Researcher Links grant includes a contribution to the costs of the workshop organisation. In most cases, the grant agreement will be signed by the UK workshop coordinator's home institution which will be responsible for the management of the grant (including financial reporting). However, in some countries this is subject to change and the final terms will be communicated to successful applicants.

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

9. Language

Workshops will be held in English. It is expected that all participants will have a sufficient standard of English to engage fully in discussion. However, consideration should be given to non-native speakers.

10. Thematic focus of the workshops

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Workshops may be specific to a particular field of research or interdisciplinary in nature. Any relevant field of research can be covered, except where partner countries have indicated specific priority areas (please see Annex 1 for country priority areas).

11. Content of the workshop

Workshop coordinators are expected to lead on developing the research content of the workshops. However, as workshops are intended to be a career development opportunity with a focus on promoting international collaboration, there are set guidelines to facilitate this. The following is a brief overview of the workshops guidelines, and more detailed guidance will be provided to successful applicants:

Sessions should be designed to be as interactive as possible, and participants encouraged to share knowledge, experience and ideas. Workshop coordinators and mentors should share their expertise. A professional facilitator may be used during the workshop if it is felt that this would support optimal interaction.

Suggested sessions:

- Formal keynote lectures by the workshop coordinators and mentors. These must take up no more than a half-day in total (ideally spread over the workshop).
- Research sessions where the early career researchers are able to share their current research. This could be in poster format or oral presentations.
- Networking sessions where researchers are able to interact and explore opportunities for collaboration (e.g. speed-networking sessions)
- Overview of the research base and funding opportunities: a brief introduction to the research base in the UK and Mexico – how research is funded, size, strengths, international collaborative activity and links with industry. The British Council and national partners (if applicable).
- Career development opportunities in the UK and Mexico. This could be an informal discussion amongst the researchers or a more structured look at career development.
- How to form international collaborations (intercultural skills, challenges, opportunities, best practice etc.).
- Optional content within workshops (where appropriate these sessions would be welcomed but applications will not be disadvantaged if they do not include them):
 - Depending on the research field or theme of the workshop, coordinators may wish to include a session which invites industry or other non-academic partners to talk about cross-sectoral collaboration.
 - Public engagement activity/Cultural activity/ Visit to a relevant research facility.

12. Recruitment of participants

Following the selection process, successful workshop coordinators will be responsible for recruiting participants to the workshops. Participants must be based in the UK or in Mexico; if coordinators

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wish to bring in participants from a third country this must be discussed first with the British Council however, the travel costs of the third country researcher may not be covered under the budget.

Early career researchers recruited to participate in the workshop must have a PhD or equivalent research experience. There must be an open call for participants which must be disseminated through various defined channels³ (British Council will support the dissemination) and coordinators are encouraged to identify and employ additional avenues of communication so that workshops are advertised as widely as possible. **No more than a third** of early career researchers from each country may be recruited from within the institutions of the coordinators and mentors.

The selection of early career researchers to participate in the workshop must be fair and transparent. The British Council will provide a template application form for participants which coordinators can adapt as appropriate, and British Council in-country teams will be available to offer advice and oversight where necessary. Once recruitment is completed, workshop coordinators must submit the list of participants to the British Council for approval.

Equal opportunities and diversity are at the heart of the British Council's cultural relations ambitions. While recognising that some research fields are dominated by one particular gender, coordinators are encouraged to work towards as equal a gender balance as possible, promote diversity, and must ensure that no applicants are excluded from participation on the basis of ethnicity, gender, religious belief, sexual orientation or disability.

The maximum number of participants per workshop is 40 (including coordinators, mentors and early career researchers). A minimum of 15 researchers from the UK and 15 researchers from the partner country should attend the workshop. This should be reflected in the budget request, see next section.

13. Funding

Under the Newton Researcher Links programme, a condition for accessing UK funds is that matched funding is secured from partner countries.

In Mexico workshops may be directly funded by the British Council or by CONACyT. In both cases budgets will have to be presented in both GBP and Mexican Pesos.

Workshops funded by CONACyT will be subject to their terms and conditions, grants will be disbursed to the Mexican institutions and deadlines for the workshops may extend if CONACyT considers it appropriate.

³ Examples of dissemination channels:

- Euraxess: www.euraxess.org.uk
- UK Research Staff Association: <http://www.vitae.ac.uk/researchers/205761/UK-Research-StaffAssociation.html>
- British Institute at Ankara website: <http://www.biaa.ac.uk/home/>
- British Academy Africa Desk: <http://www.africadesk.ac.uk/pages/home/>

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The grant contribution given to support the organisation of the Researcher Links workshops is calculated using a combination of flat unit rates per person and accountable costs. **Please see Annex 4 for maximum amounts that can be requested in each budget category.** Applicants are required to provide a budget request upon submission of their proposal.

The grant is calculated using 6 budget categories: International travel, Domestic travel, Subsistence, Event costs per day, Additional costs and Admin costs. Please note that the unit costs given in Annex 4 constitute the maximum amounts that can be requested in each category and that all budget requests will be assessed for feasibility and appropriateness. The maximum contribution cannot be exceeded.

International travel

This budget category is a contribution towards travel costs for international workshop participants travelling to the country where the workshop takes place. It is calculated using a unit cost for each workshop participant and it is based on the travel rate stated for the country where the workshop takes place. This also covers the costs for local transport to the venue for international participants. Visa costs and travel insurance⁴ for international participants is also covered. International (economy return) airfares should be booked by the workshop coordinators as far in advance as possible to minimise costs.

Workshop coordinators and workshop participants should take out adequate insurance as the British Council cannot take responsibility for any issues which may occur when the participants are in-country.

Domestic travel

This budget category covers costs of domestic travel to the venue for workshop participants based in the country where the workshop takes place. The domestic travel contribution is calculated using a unit cost for each workshop participant and is specific to the country where the workshop takes place.

Subsistence

This budget category covers the costs of accommodation, medical insurance and daily expenses such as phone and local transport. Subsistence is calculated using a unit cost for each workshop participant multiplied by the number of days of the workshop, and is specific to the country where the workshop takes place.

Event costs

⁴ Please note that all local travel during the workshop – for international and domestic participants – should be covered using the subsistence budget.

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This budget category covers the costs of venue hire and meals. The event rate grant contribution is calculated using a unit cost for each workshop participant multiplied by the number of days of the workshop, and is specific to the country where the workshop takes place.

Contribution to additional event costs

Workshop coordinators can request a sum of up to £200 to cover additional costs not already covered, e.g. projector, flip charts and other materials needed for the organisation of the workshops (including networking and social activities).

Administrative costs

Workshop coordinators can request a sum of up to £2,000 to cover administrative costs such as telephone bills, printing costs and stationery.

Staff costs and honoraria cannot be covered by the Researcher Links grants. Only a contribution of up to £2,000 can be requested to cover administrative costs (please see Annex 4).

14. Payment of the grant

Payment of the grant contribution to Researcher Links workshops will be processed in 2 instalments: a 90% pre-financing payment, and 10% post-workshop payment or recovery of the balance.

The Researcher Links grant will be signed by and the grant paid to one of the workshop coordinators home institutions in the UK or the partner country. The grant recipient institution that signs the agreement will then be responsible for the management of the grant (including financial reporting). The final terms will be communicated to successful applicants.

Funding offered under the Researcher Links programme is intended as a **contribution** towards the costs of the workshops. Workshop coordinators are expected to add a contribution in-kind towards the overall cost of the workshop by dedicating their time to the planning and delivery of the workshops.

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 British Council.

This only will apply to workshops funded directly by the British Council.

Post-workshop payment or recovery of the balance

The amount of the final payment to be made to the workshop coordinator will be established on the basis of a final report to be submitted within 30 days of the end of the workshop. If the workshop 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.

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15. Reporting

Workshop coordinators must submit a final report within 30 days after the workshop. The final report template will be sent to successful applicants as part of the grant agreement and will include a financial and a narrative part along with a section requesting information on the workshop participants. As the Researcher Links grant for workshops is calculated using unit rates, workshop coordinators will not need to submit detailed receipts for each item of expenditure but only proof that the activities took place (e.g. boarding cards, invoice for the venue hire indicating the number of days for which the venue has been hired and proof of domestic travel for the local participants, scanned sign-in sheet to evidence the number of participants – details on the exact requirements will be provided to successful applicants).

If there is insufficient evidence in the final report, additional information may be requested prior to the final balance payment, or any underspend of the grant may be returned to the British Council. Desk checks, financial audit and monitoring and evaluation visits will be carried and will involve a percentage of institutions that received the Newton Researcher Links grant. Please note that **different reporting rules may apply where workshops are funded by CONACYT.**

Individual workshop participants will be asked to complete an online baseline survey, a baseline follow up survey 6 months after the workshop and a post workshop feedback questionnaire. Workshop coordinators will be asked to send the link to the baseline survey to their participants and also to administer the post-workshop questionnaire.

16. Ethics and research governance

It is essential that all legal and professional codes of practice are followed in conducting work supported under this Programme. Applicants must ensure the proposed activity will be carried out to the highest standards of ethics and research integrity. Specifically, applications that involve research on animals, human participants, human tissue or patient/participant data must be accompanied by necessary permission certificates from the relevant local ethical review committees/authorities in the UK and Mexico, or an undertaking to obtain this permission in advance of the activity commencing. Failure to do so will result in applications being rendered ineligible and any funding already committed through this Programme being rescinded.

Please refer to the Research Councils UK 'Policy and Guidelines on Governance of Good Research Conduct' (<http://www.rcuk.ac.uk/Publications/researchers/grc/>) or contact us at UK-ResearcherLinks@britishcouncil.org for further guidance.

17. Application process

Applicants must submit a **completed online application form**. Email submissions will not be accepted. The online form and a Word version can be found on the British Council Researcher Links webpage (<http://www.britishcouncil.org/education/science/current-opportunities/researcher-links-workshops-2015-july>).

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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: UK-ResearcherLinks@britishcouncil.org.

Applicants must confirm on the online form that:

- applicants have obtained **permission to submit the application on behalf of the UK and partner country institutions**
- the UK or partner country coordinators' institution **is willing to receive the funds and to sign a grant agreement with the British Council and or CONACYT.**

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 have not received an automated email confirmation should contact the British Council at UK-ResearcherLinks@britishcouncil.org.

18. Application assessment and notification of results

Applications will be assessed against the eligibility and quality criteria (Annex 2 and 3). Applicants whose application is rejected at the eligibility stage will have 10 days to appeal against the decision.

Successful applicants will be notified approximately 3 months after the call deadline.

19. Selection Process

Selection begins with an eligibility check by the British Council against the eligibility criteria given in these Guidelines, including Annex 1 and the Eligibility Checklist at Annex 2.

Eligible proposals then undergo independent external quality review on the basis of quality, fit to development needs and country priorities and the overarching Researcher Links workshops objectives.

Eligible workshop proposals will be assessed in the UK by one of five Review Panels:

- **Arts and Humanities**
- **Biological and Medical Sciences**
- **Engineering, Physical and Space Sciences**
- **Environment, Agriculture and Food Sciences**
- **Social Sciences**

Workshop coordinators must indicate in their online application form which Review Panel their proposal should be assessed by, and the subject(s) their research covers. Up to 3 subject areas can be selected in priority order, but the applicant must **indicate only one Selection Panel**.

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In the UK Workshop proposals will be assessed by two reviewers against the quality criteria in Annex 3. Each review results in a total score between 0 and 60. The final score will be decided by the full Review Panel. Applications scoring less than 30 points will be considered not fundable. However, please note that achieving an average score of 30 or above does not imply that the proposal will be funded.

The final selection decision will be made in-country in collaboration with national stakeholders and partner funding organisations. National and partner research priorities will be considered in the final decision in addition to the general assessment criteria under this programme. Please see Annex 1 for priority areas by country.

As detailed in section 9 of this guideline, only those proposals will be considered for funding that have clearly articulated relevance to the economic development and social welfare of low- and middle-income countries, benefitting poor and vulnerable populations in these countries.

20. Call deadline

The submission deadline is **16:00 UK time on 28 September 2015**. Proposals submitted after the deadline **will not be considered for funding**.

21. Data protection

As part of the online 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. In some cases 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>). Alternatively, it can be requested from the local British Council office or the Data Protection Team at dataprotection@britishcouncil.org.



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Annex 1 – Country-specific guidance and grant rates

Please note that the unit costs given below constitute the maximum mounts that can be requested in each category and that all budget requests will be assessed for feasibility and appropriateness. While the maximum contribution cannot be exceeded, applicants can request less in which case the amount requested cannot be increased at a later stage.

MEXICO
Co-funder: Conacyt
Additional eligibility criteria: None
<p>Research challenge areas:</p> <p>Climate and Environment: Integrated water management, water security and water rights, oceans and their use, Mitigation and adaptation to climate change, resilience to natural and technological disasters ,Use and protection of ecosystems and biodiversity</p> <p>Sustainable Development: Food and food production , Regulatory aspects for institutional consolidation, Cities and urban development, Studies of public policy and foresight</p> <p>Technology: Automation and robotics, Development of biotechnology, Development of genomics, Development of advanced materials, Development of nanomaterial and nanotechnology, Computer connectivity and development of information technology, communications and telecommunications, Engineering to increase value added in industry, High-tech Manufacturing</p> <p>Energy: Sustainable Energy consumption ,Development and use of renewable and clean energy , Mining, extraction and exploitation of</p>



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hydrocarbons

Health: Human behaviour and addiction prevention, Emerging and national concern diseases , Preventive medicine and health care, Development of bioengineering

Society: Poverty alleviation and food security , Science communication, Knowledge economy, Society and digital economy, Humanities, Migration and human settlements, Prevention of natural risks, Public safety, Forensic Science

Grant rates

International travel per person: £1000

Domestic travel per person: £150

Subsistence per person per day: £80

Event costs per person per day: £25

Administration costs: £200

Additional costs: £2000

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Calculating your budget request

To calculate the budget contribution that can be requested in each category, applicants should use the unit costs for each country where the workshop takes place, as indicated in Annex 1.

International travel unit rates and visa costs should be multiplied by the number of international participants.

Domestic travel unit rates should be multiplied by the number of domestic participants.

Subsistence should be multiplied by the combined number of International and domestic participants and by the number of days the workshop lasts.

Additional costs must be a maximum of £200

Administrative costs must be a maximum of £2000

The budget for a workshop lasting 4 days and taking place in **Egypt** attended by 20 UK-based researchers and 20 researchers based in Egypt would be calculated as follows:

20 X £800 (international travel) = £16000

20 X £100 (domestic travel) = £2000

40 X £70 (subsistence costs) = £2800 X4 days (duration of the workshop) = £1120

40 X £25 (event rate) = £1000 X4 days (duration of the workshop) = £4000

£200 (additional costs)

£2000 (administrative costs)

= £33, 600 total **maximum** contribution that can be requested.

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Annex 2 – Eligibility criteria checklist

The application has been submitted by the applicant by the published deadline	
The application has been submitted using the correct online application form	
The applicants have provided confirmation that the application is submitted on behalf of their institutions	
The application form is completed in full and complies with instructions given	
The application form has been completed in English	
Only one application per coordinator has been submitted in this round (please note that there is no limit on the number of applications submitted per institution)	
The workshop will take place between 1 st February 2016 and 31 st January 2017	

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The institutions where the workshop coordinators are based are recognised publicly funded research establishments or Higher Education Institutions (can include private universities)	
Applicants must have the capacity to administer a grant and satisfy British Council requirements to prevent bribery, fraud and professional misconduct. Applicants will confirm that they comply with British Council requirements by responding to pre-submission questions in the online application form.	
For proposals involving the Vietnam and Indonesia, the applicants have provided confirmation that the lead partner country institution is able to provide matched financial and/or in-kind funding for the workshop	

Annex 3 - Scoring system

Assessment of the quality and development relevance of the proposals will be performed by panel members in the UK, and the final funding decisions will be made in discussion with British Council country office and CONACYT. 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 partner country will be considered for funding.

Section 1 – Relevance to economic development and social welfare		Yes/No
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<p>The proposal clearly articulates a plausible pathway along which the research may contribute to the economic development and social welfare of the partner country and lead to positive impact on the lives of people on a low income within a reasonable timeframe (10 to 15 years)</p> <p>Please see guidance for applicants for further details</p>		
	Score	Range
Section 2 – Research quality and relevance		0-20
<p>The academic importance and timeliness of the research topic is clearly demonstrated.</p> <p>The workshop coordinators have sufficient relevant experience to lead the proposed workshops and achieve the stated objectives.</p> <p>The collaborating institutions are of appropriate academic standing</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>	

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<p>Section 3 – Workshop Proposal</p> <p>The description of the workshop includes clear, feasible and realistic objectives and outputs.</p> <p>There is clear evidence that the proposed workshop supports new links or significantly extends and develops existing links.</p> <p>The benefits and relevance of the collaboration to the UK and partner country institution, and to the research itself, are clearly described.</p> <p>There is strong evidence of support from both the home and host institutions.</p> <p>The workshop is justified as a stand-alone activity, or as part of a larger programme.</p> <p>The agenda of the workshop is will structured with interactive sessions.</p>	<table border="1"> <tr> <td data-bbox="917 719 1240 808"></td> <td data-bbox="1240 719 1372 808">0-20</td> </tr> <tr> <td colspan="2" data-bbox="917 808 1372 1451"> <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> </td> </tr> </table>		0-20	<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>	
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<p>Section 4 – Sustainability and Capacity Building</p>	<table border="1"> <tr> <td data-bbox="917 1451 1240 1534"></td> <td data-bbox="1240 1451 1372 1534">0-20</td> </tr> </table>		0-20		
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<p>The potential in terms of professional development and capacity building for early career researchers taking part in the workshop, and for other potential beneficiaries, is clearly described.</p> <p>The proposal includes a clear and feasible description of how the workshop coordinators' institutions intend to sustain their collaboration over the longer term.</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>
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