



UGC – UKIERI Call for Research Proposals 2017-18

Schedule

S.No.	Activities	Date/Month
1	Date of Advertisement for Call for Proposals	23 August 2017
2	Last Date for acceptance of Proposals	20 October 2017
3	Dates for Pre-bid conference	1 Sep 2017 – 30 Sep, 2017
4	Evaluation and Final selection	December 2017

Disclaimer

This Call for Proposal is not an agreement and is neither an offer nor invitation by the UKIERI Governance Board (the Authority) and the UGC to the prospective applicants or any other person. The purpose of this call for proposals is to provide interested parties with information to assist in the formulation of their application to this call for proposals (the "Application").

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this call for proposals.

The issue of this call for proposals does not imply that the Authority is bound to select and shortlist pre-qualified applications and reserves the right to reject all or any of the applications or bids without assigning any reasons whatsoever.

Contact and Queries

Before making direct queries please see the FAQs on the UKIERI website.

Additional questions should be directed to the UKIERI Secretariat using the following email address: ukieri@britishcouncil.org

Pre-bid workshops will be held across India and the UK in September 2017. Interested applicants shall register for the workshops once they are announced on the UKIERI website. Applicants in India are requested to send queries in advance at ukieri@britishcouncil.org while applicants in the UK should send queries to ukieri@international.ac.uk

Background to the Programme

The UK India Education Research Initiative (UKIERI) started in April 2006 with the aim of enhancing educational links between India and the UK.

The following values and principles have been embedded into the design and implementation of the initiative across the various programmes being implemented:

- Mutual benefit
- Sustainability
- Capacity building
- Social inclusion

Phases of UKIERI

The aim of Phase 1 (2006-2011) of the programme was to establish UKIERI as a framework to enable a step-change in the UK-India relationship in education and research.

Phase 2 (2011-2016) focused on thematic areas agreed by both countries which included Leadership Development, Innovation Partnerships, Skills Development and Enhancing Mobility.

UKIERI Phase 3 (2016-2021) aims to build on the achievements of the previous two phases through a targeted approach focussed upon maximising impact. Fewer, long term activities will be undertaken to enhance the quality of education and research links across the two countries and these will be driven by and for practitioners.

UKIERI Phase 3 has three strands of activity:

Strand 1: Leadership and faculty development

Strand 2: Integration of skills in education

Strand 3: E-partnership and research incubation

This call is a key activity of Strand 3: E-partnership & research incubation.

UKIERI is funded from India by the Ministry of Human Resource Development, Department for Science and Technology, the Ministry of Skill Development and Entrepreneurship, the University Grants Commission and All India Council for Technical Education. It is funded from the UK by the Department for Business, Energy and Industrial Strategy, Foreign and Commonwealth Office, British Council, Scottish Government, Welsh Government and Department for the Economy in Northern Ireland.

Section 1: General Guidelines

1.1 Duration and Value of Partnership

- 1.1.1. UGC-UKIERI funds are available for partnerships of up to **two years** in duration. The start date for the project shall be from April 2018 and completion date shall be no later than March 2020. Lead Applicant shall strictly adhere to the project timelines however for any unforeseen reasons, extension of the project timeline upto 6 months will be considered on case to case basis after due approvals from the competent authority in UGC and UKIERI.
- 1.1.2. The UK Lead Applicant will be funded by UKIERI whereas the Indian Lead Applicant will be funded by UGC in respective national currencies.
- 1.1.3. Total value of partnerships will provide for a maximum of GBP 50,000 equivalent over the duration of the project, subject to availability of funds.
- 1.1.4. Projects completed under UKIERI are eligible to apply again provided they have successfully closed the project (including financial closure).

1.2 Thematic Areas

- 1.2.1 The partnerships will be open for all subjects / disciplines

1.3 Background about UGC-UKIERI Funding

- 1.3.1 UGC-UKIERI funding is designed to support collaborative costs of joint research projects. It is expected that a considerable portion of UGC-UKIERI funds will be used to support exchanges between the research teams in the two countries.
- 1.3.2 Indicative rates have been provided (2.4.7) for most elements and where provided, must be used.
- 1.3.3 Eligible costs include exchange visits of staff, researchers and research students, with extended periods of research attachments. Such exchanges should be essential to the delivery of the project's proposed outcomes.
- 1.3.4 A UGC-UKIERI project grant can cover the following:
 - Research staff and (postdoctoral) research fellows' (or equivalent) exchanges: This includes travel and accommodation costs for a maximum duration of 15 days per year.
 - Research students (postgraduate and PhD) exchanges: it includes travel and accommodation costs for a maximum duration of 89 days per year.
 - Reasonable costs directly associated with the research activities e.g. reagents and other specialist laboratory consumables, (of up to a maximum of 15% of the total amount requested from UGC-UKIERI).
 - Other costs, including staff costs, field visits directly associated with the delivery of the project and not mentioned above, will be considered on an ad hoc basis.
- 1.3.5. Up to four visits each side, per year is permitted during the project period.
- 1.3.6. Administration overhead costs of up to 10%, excluding travel and field work is permitted. This could cover administrative costs, data collation, accounting and other

similar services. UGC-UKIERI funds are not intended to contribute towards the costs of administration or other institutional overheads fully.

- 1.3.7. **International Airfares** – UKIERI grant funding can be used for economy class international travel including internal transfers. Costs of domestic travel are not eligible and should be borne by institutions

1.4 Eligibility Criteria

Lead Applicant:

- 1.4.1. The Lead Applicant from the India Institution and UK institution must be a full-time teaching faculty with PhD degree or equivalent.
- 1.4.2. The Indian Lead Applicant must be employed at an institution which either receives development grant from UGC or is funded by MHRD.

For UK Institution:

- 1.4.3. UK Lead Applicants should be UK citizens employed by a recognised UK university (<https://www.gov.uk/check-a-university-is-officially-recognised/recognised-bodies>) or not-for-profit UK research organisation (<http://www.rcuk.ac.uk/documents/documents/eligibilityiros-pdf/>). EU citizens may apply provided they hold a permanent position in a UK institution. Non-EU citizens may apply provided they have held a permanent position at a UK institution for at least three consecutive years.

For Indian Institution:

- 1.4.4. A letter confirming the eligibility of the Indian institution issued by the UGC is required. The confirmation letter should be signed by Section Officer, IC section, University Grants Commission. The Indian applicant shall apply to the UGC for eligibility letter at email id: ugcic2@gmail.com

Joint Application Form:

- 1.4.5. The proposal must be a joint submission by the UK and Indian teams, through their institutions. Proposals must be endorsed by respective institutions.

1.5 Monitoring and Evaluation

- 1.5.1. Each Project will be monitored by the UKIERI Secretariat in partnership with the UGC. Mid-term review of the projects can be conducted by the implementing agencies.
- 1.5.2. Reports should be submitted every 6 months via the online portal to UKIERI Secretariat. Hard copies of reports should also be submitted to the UGC by the Indian Lead Applicant. Reports must clearly indicate the achievements made within six months of the report period against the indicators mentioned in the work plan. At the end of the project, a closure report is to be submitted via the online portal.

- 1.5.3. Any discrepancy in the use of grant or any other issue related to the project shall be communicated to UKIERI Secretariat and UGC as soon as possible.
- 1.5.4. UKIERI Secretariat and UGC have the right to withdraw funding if project implementation deviates widely from the proposal description.

1.6 Submission of Application

- 1.6.1. The applicant shall provide all the information sought under this call for proposals. Only applications that are received in the required format and complete in all respects shall be evaluated.
- 1.6.2. Lead applicants can submit only one application. Any applicant who submits, or participates in more than one proposal will be disqualified along with the partnership of which that individual is a participant.
- 1.6.3. Applications must be submitted through the online portal. The application can be submitted by Lead applicant of either UK or Indian institute.

An additional hard copy of application form along with 3 annexures should be downloaded via the online portal, then printed, signed by the Indian Lead Applicant and forwarded by his/her institute, and sent to the following address:

Section Officer, IC Section,
University Grants Commission
Bahadur Shah Zafar Marg
Delhi 110002

- 1.6.4. Indian Lead Applicants should also send a PDF version (downloaded from online portal) of the application form along with 3 annexures to UGC using the below address:

Email: proposalic@gmail.com

1.7. Evaluation Criteria

- 1.7.1. Assessment of proposals will be based upon the following criteria (please see the application form for further detail):
 - Operational capacity and relevance
 - Proposal specific criterion
 - UKIERI specific criterion
 - Budget and cost effectiveness

1.8. Evaluation Process for Selection of Research Projects

There is a three-stage process for selection of the research projects.

Stage One: Eligibility Check

- 1.8.1. All proposals will be screened by the UKIERI Secretariat to ensure they are eligible. Applications will be rejected for any one of the following criteria.
- Application received after due date.
 - Incomplete application.
 - Application without endorsement from the respective institutes of India and UK.
 - Application without all completed attachments.

Stage Two: Evaluation by panel of subject experts

- 1.8.2. All eligible proposals will be assessed by external expert assessors. The assessment panel will evaluate the projects as per pre-determined assessment criteria.
- 1.8.3. Applications will be assessed separately in the UK and India and final recommendations will be based on the marks/grades awarded by UK and India assessors.
- 1.8.4. A final list of proposals recommended for funding will be prepared by a joint Committee which will include representatives from the UK and Indian side.

Stage Three: Final Selection and approval by Project Board

- 1.8.5 The final decision on selection of projects for grant support shall be made by the UKIERI Governance Board.
- 1.8.6 All the Lead Applicants will be informed about its being selection or rejection by the UKIERI Secretariat and UGC.

1.9 Signing of Contracts

- 1.9.1. A contract shall be signed between UKIERI and successful UK institutions.
- 1.9.2. Approval letters will be issued by UGC to the selected Indian Lead Applicant and the Indian institutions. These institutions are required to complete documentation prior to the sanctioning of the grant by the UGC.

1.10 Transfer of Grants

- 1.10.1. After signing of the contract, money will be transferred to the UK institutions.
- 1.10.2. Indian institutions will receive grant from UGC after completion of required documentation.

Section II: Preparation and Submission of Application

2.1 About Application Form

- 2.1.1 The application form has six sections.
- PART A: Project summary
 - PART B: Principal partners involved
 - PART C: Project proposal
 - PART D: Financial proposal
 - PART E: UKIERI specific criteria
 - PART F: Peer reviews

2.2 Modification of the submitted application form

- 2.2.1 No modification shall be entertained after submission of the application form.

2.3 Financial Proposals

- 2.3.1 Please summarise the estimated costs for UK (in GBP) and for India (in INR) over the period of the project on an annual basis. Please assume the start date for project as 1 April 2018. An exchange rate of 1 GBP = 84.2 INR should be used at all times unless otherwise stated by the Authority.
- 2.3.2 All travel and accommodation costs where applicable should be the most reasonably priced economy class. In-country costs for UK staff should be calculated in the Indian budget and for Indian staff in UK budget.
- 2.3.3 Project specific costs (up to 15% of the total project funding): Funds can be used to contribute for such needs. However, funds cannot be employed to meet the regular administrative costs or running costs of the institution.
- 2.3.4 Any other costs to be met from UKIERI & UGC funds should be itemised.
- 2.3.5 The following costs are not eligible under UKIERI:
- debts and provisions for losses or debts
 - interest owed
 - items already financed in another framework
 - currency exchange losses
 - direct costs of staff time
 - administration or other overheads
- 2.3.6 Tuition fee may be charged to UKIERI for UK based research student and other institutional fees. However, it is anticipated that many participating institutions will include tuition fee as a significant part of their institutional contribution to UKIERI. Therefore, it is requested that the tuition fee shall be subsidised for the research students who will be part of the project.
- 2.3.7 UGC-UKIERI has indicative rates given below for allowances:

Indicative Allowances for Indian Research Team Members Travelling to the UK

- 2.3.8 Monthly allowance for Research Staff and Fellows: GBP1700
- 2.3.9 Monthly allowance for Research Students: GBP1300
- 2.3.10 Visas: For any number of visits up to 6 months duration each in any 6 month period: GBP150
- 2.3.11 The cost of hospitality (allowances and accommodation) will be provided by the UK side.

Indicative Allowances for UK Research Team Members Travelling to India

- 2.3.12 Daily allowance for Research Staff and Fellows: 2500 INR
- 2.3.13 Daily allowance for Research Students: 1000 INR
- 2.3.14 Visas: For any number of visits up to 6 months duration each in any 6 month period: GBP80
- 2.3.15 The cost of hospitality (allowances and accommodation) will be provided by the Indian side.
- 2.3.16 Grants/ financial support from other sources shall also be specified explicitly in the Financial Proposal.