

Newton-Picarte Fund
Institutional Skills Development
Guidelines for Expressions of Interest

Background

1. The Newton Fund, known as the Newton-Picarte Fund in Chile, is a new global programme launched by the UK government to support the development of new research and new capacities in science and innovation in key partner countries worldwide, including Chile. The programme aims to achieve this development through the fostering of new links between science and technology institutions in the UK and Chile.
2. The British Council is a UK public institution with a mission to strengthen cultural relations between the UK and Chile, including links in education, science and research. It is a delivery partner of the Newton-Picarte Fund in Chile, managing programmes that focus on developing the human capital of scientists and researchers and the institutional capacities of science and research institutions.
3. Within this work, this Institutional Skills Development call aims to support new training programmes for staff at Chilean public and academic institutions, where these programmes are focused on developing specific scientific and research skills, and are developed in conjunction with an expert counterpart organisation in the UK.

Overview of the funding opportunity

4. This call aims to provide co-financing (up to 50% of the costs) for training programmes designed by public and academic institutions in Chile, for their own employees and/or employees of related institutions. This funding (representing a maximum of 50% of the total project budget) will be between CLP \$10.000.000 and \$45.000.000.
5. The remaining 50% of the funding should come from the Chilean beneficiary institution(s) or another source (e.g. a Chilean grant, or a corporate partner, but not a publicly-funded UK institution). This co-financing can include non-financial contributions, but not the salary costs of permanent or existing staff at the beneficiary institution(s).
6. The specific activities under each training programme will be proposed by the applying organisation. It is expected that they include activities such as skills training, skills collaboration with UK counterparts and the transfer of experts.
7. These programmes should be delivered in partnership with an expert counterpart organisation (or organisations) in the UK (e.g. counterpart agencies in the same field, universities, or specialist research centres). These UK partners should play a central role in the design and delivery of the training programme. A further criterion for the evaluation of the

project will be the potential for the training programme to cement a longer-term collaboration relationship between the Chilean and UK institutions involved.

8. Projects should demonstrate a positive contribution to the economic and development and social welfare of Chile, specifically through –
 - Improving technical and scientific skills used in the design and delivery of public services
 - Developing new scientific skills to improve the efficiency of public services
 - Supporting the management of scientific research and development at public and academic institutions – including technology transfer
 - Supporting scientific, technological and engineering and mathematics (STEM) education
9. Projects should last between 3 and 9 months, to begin from 1 September 2015, and should support the training of groups of at least 5 participants (exceptions for smaller groups may be given in special circumstances, subject to prior agreement and appropriately reflected in the level of funding requested)
10. Initial expressions of interests will be received until Friday 8th May, at 16.00 (Chilean continental time). These should be submitted using the template document accompanying these guidelines, and should include a brief description of the proposed training programme, its objectives and an explanation of its contribution to Chile's economic development and social welfare, and the identification of the UK partner(s) involved.
11. These expressions of interest will be reviewed in May, and a shortlist of eligible proposals will be identified by the British Council before 28th May 2015. These applicants will be asked to submit a full project proposal by the end of June 2015. These will be evaluated by review panels organised by the British Council on the basis of the quality of the proposal, its development impact, and its capacity-building potential (further details under Assessment Criteria below). This review will also include an appraisal of the training programme's potential to support a longer-term collaborative relationship between the Chilean beneficiary institution(s) and the UK partner(s).

Scope of the call

12. The aim of this call is to support the professional development of researchers, administrators and teachers working in science, by supporting them to develop or improve specific skills relevant to the practice, administration or teaching of science.
13. It aims to achieve this by providing up to 50% of the financial resources necessary to design and deliver new scientific training programmes for employees of Chilean public and academic institutions, where these programmes are focused on the development of new scientific skills relevant to their workplace duties. The definition of scientific in this context covers the full spectrum of scientific activity (including natural, biomedical, mechanical and social sciences).

14. Moreover, this call also aims to support programmes that develop skills relating to the administration and teaching of science, including the promotion and management of technology transfer programmes.
15. Finally, this call also aims to support programmes that support teaching skills in science, technology, engineering and mathematics (STEM) areas – including professional development programmes for teaching professionals.

Relevance to economic development and social welfare

16. For the purpose of this Institutional Skills Development call, training programmes with development relevance are defined as activities that have the potential to contribute to the economic development and social welfare of Chile, providing benefits to poorer and vulnerable communities in particular.
17. In order to be considered for funding for this call, therefore, expressions of interest must clearly articulate a plausible pathway along which the training programme proposed will lead to a positive impact on such communities within a short- to medium-term timeframe (3-5 years).
18. Applicants should therefore consider, within their expression of interest, how the training programme will address issues related to poverty and development issues effectively and efficiently, working in areas of demonstrable relevance to local challenges in Chile and using the strengths of UK institutions to address them.

Eligibility

19. Beneficiary organisations (the organisations whose staff benefit from the training programmes) should be public or academic institutions, including government ministries, non-ministerial public agencies and departments, and universities and academic research centres, but not including for-profit/commercial organisations.
20. Expressions of interest should be submitted by the organisation that will take the lead role in designing and delivering the training, and which has authority to execute the matched funding (the >50% of the budget which does not come from the British Council)¹. Where this organisation is not the beneficiary organisation(s), to qualify to receive funding through this call it must still be a public or academic institution, and not a for-profit or commercial organisation.
21. Expressions of interest should include the in-principle support of one or more counterpart organisation(s) in the UK, which should be identified in the expression of interest. This organisation could be a public or academic institution, or a specialist research centre. It should have a demonstrable (world-class) expertise in the area of the training programme, and its participation should be fundamental to the design and delivery of the training programme.

¹ These funds may come ultimately from a different source (i.e. a sponsoring government department or a government fund), but the applicant should have authority to spend them.

22. A programme can include more than one UK counterpart, and/or more than one Chilean beneficiary, as long as the proposal is led by one Lead Institution.

Funding available

23. The training programmes will be eligible for between CLP \$10.000.000 and \$45.000.000 of funding through this call, which should represent a maximum of 50% of the total budget of the training programme. An indicative budget should be outlined in the expression of interest – a full budget plan will need to be included in the final project proposal requested from shortlisted projects.

24. This support can cover:

- Travel and subsistence costs in line with British Council policies (e.g. economy class travel)
- Short-term room hire for meetings, training events, seminars and conferences included within the training programme – and additional costs pertaining to these activities (e.g. AV costs)
- Basic catering costs associated with events or meetings relating to the collaboration
- Publication costs and associated publishing and communications costs (including web page development by external providers, if appropriate) directly related to the training programme
- Human resources costs – if essential, appropriate and relevant to the training programme – including but not limited to: staff costs of temporary personnel dedicated to the training programme (not regular staff costs – the costs of permanent staff or existing positions cannot be included)
- Other costs, including –
 - Essential equipment – directly related to the training programme
 - Consumables (including software licenses directly related to the training programme, for the duration of the programme)
 - Access to facilities or library services, or specialist analytical equipment

The total value of these other costs should in principle not be greater than \$4.000.000, or 5% of the total budget of the project (whichever is the greater) – costs above that amount should be agreed on a case by case basis

- Bank charges for transfer of funds from the Lead Institution to partner institutions, to cover travel and other expenses

25. This support cannot cover:

- Staff times or replacement costs for permanent or existing members of staff.
- Costs related to the long-term rental of physical infrastructure (e.g. office space, laboratory facilities)
- Tuition fees at academic institutions
- Bench fees
- Purchase or rental of office equipment
- Mobile phone rental or purchase
- Entertainment costs

26. Please contact natalya.molina@britishcouncil.cl if you are in doubt about the above or other costs that the Institutional Skills Development call can or cannot cover.

27. The call looks to finance a maximum of 5-10 projects in this first call, subject to the level of interest and the levels of financing requested.

Selection process

28. Institutions are asked to submit expressions of interest by 8th May 2015. These expressions of interest are short forms, following the template in the accompanying document and including a description of the proposed training programme (with an outline timetable and estimated budget), a justification for its contribution to Chile's economic and social development, its principal objectives, the identification of the UK partner(s) involved, and the identification of the source of matching funding.

29. These expressions of interest will be reviewed in May 2015, and before the end of May 2015 a shortlist of proposals will be selected by the British Council. These applicants will be asked to submit a full project proposal by the end of June 2015. Full project proposals will be asked to include a full project activity description, a detailed timeline with milestones and objectives, a full project budget, a letter of commitment from the UK partner(s) detailing their proposed participation in the training programme, and a letter of confirmation from the sponsoring institution(s) in Chile confirming the availability of (50%) co-financing for the project. The British Council also reserves the right to request that shortlisted projects address specific issues ahead of the preparation of full project proposals. Shortlisted candidates will receive full details of the application process along with supplementary guidelines.

30. These full project proposals will be evaluated by the British Council and external experts appointed at the discretion of the British Council, and final beneficiaries will be informed by 31st July 2015. Contracts will be negotiated and signed by the end of August 2015, and it is expected that projects will start from 1st September 2015.

31. Grant agreements with successful candidates will be signed with the British Council in Chile – with the beneficiary institution wholly responsible for the financial and logistical administration and delivery of the skills training programme (including the organisation of visits to / from the UK, and the disbursement of any funds required for participating UK institutions).
32. Grant agreements will include a requirement to fulfil a detailed Monitoring and Evaluation process with the British Council. This framework will be the mechanism by which the quality control of the project implementation is achieved.

Assessment criteria

33. The expressions of interest received will be reviewed by the British Council, and recommended or not recommended for short-listing based on an assessment of the following principal criteria –
 - Need for training programme – the extent to which it is addressing a real skills deficit
 - Quality of training programme – including its objectives, its design, its focus and the methodology of its approach, and the feasibility of its proposed costs
 - Value added by UK partner(s) – considering both the expertise of the UK partner(s), the value they bring to the training programme, and the role they will play in its delivery (which should be fundamental to the programme)
 - Developmental relevance – considering whether the training activity has the potential to have a real impact on economic development and social welfare in Chile
 - Sustainability – the potential for training programmes to seed longer term collaborations between beneficiary institutions in Chile and UK partners will be positively evaluated
34. Shortlisted projects will then be invited to submit full project proposals – which will be evaluated under similar criteria, according to a fuller review process (more details of which will be published in a supplementary guidelines document).

Proposal submission process – and deadline for expressions of interest

35. Applicants must submit the completed expression of interest form, which accompanies this document, saved in PDF format, via email to natalya.molina@britishcouncil.cl. These should be received by 16.00 (Chilean continental time) on 8th May 2015.

Contact details

36. All queries or comments about this call should be addressed in the first instance to natalya.molina@britishcouncil.cl.

Data protection

37. The British Council will not use details submitted as part of the expressions of interest for any other purpose than processing and reviewing the applications. The British Council will ask applicants' permission before sharing those details with third parties. 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 web page (<https://www.britishcouncil.org/home-data-protection.htm>). Alternatively it can be requested from the British Council Chile office or the Data Protection Team (dataprotection@britishcouncil.org).