UCL Global Engagement Funds 2018/19
CRITERIA & GUIDANCE

Note: this is a paper version of what is contained in the online application form here.

What are the Global Engagement Funds?
- UCL Global Engagement Funds are intended to support UCL academics collaborating with colleagues based in other countries, driving forward the objectives of the Global Engagement Strategy.
- Between £500 and £2,000 is available for each new project/initiative undertaken between 1 August 2018 and 31 July 2019 (up to £4,000 for those lead applicants in the faculties of Arts & Humanities and Social & Historical Sciences).
- The funds are led by UCL’s network of Vice-Deans (International) and regional Pro-Vice-Provosts, supported by the Global Engagement Office (GEO). The scheme is now entering its fourth year.

Who are the Global Engagement Funds open to?
- Applications are open to UCL staff members with the following roles:
  - Professor/Professorial Teaching Fellow or equivalent
  - Reader or equivalent
  - Senior Lecturer/Principal Researcher/Principal Teaching Fellow or equivalent
  - Lecturer/Senior Research Associate/Teaching Fellow or equivalent
  - Post Doc/Researcher/Post Doc Fellow/Research Associate or equivalent
  - Applicants must have a permanent UCL contract or hold a fixed-term contract of employment with UCL that runs to July 2019. Alternatively, a Lead Applicant can hold a fixed-term contract that covers the dates of the activity in the project/initiative and have a co-applicant who is a permanent UCL staff member. In this case, the co-applicant will be responsible for reporting outcomes to the Global Engagement Office.

  - Applicants are not required to have a doctorate to apply, but do need to hold a role at one of the levels described above.
  - PhD students are not eligible to apply.
  - In line with UCL’s commitment to equality and diversity, we encourage applications from a range of backgrounds regardless of career stage, age, disability, ethnicity, gender, sexual orientation and religion.
  - Previous recipients of Global Engagement Funds (formerly known as ‘sea and currents’ funds) may choose to apply again. If the funds are for a related activity, applicants should explain how the proposed activity this year builds on previous outcomes.

What can be funded through the Global Engagement Funds?
- Academic or enterprise activity involving one or more UCL individuals and a ‘global partner’ that is, one or more colleague(s)/research team(s)/department(s), based at an overseas HEI, research institute or international public/corporate/charitable organisation. This could be collaborations initiated and run by individual academics or departments, e.g. by a PI and their research group with other individuals across the globe. Applicants may have worked with the selected partners in the past, or it may be a new collaboration.

  - Funds must be for a new activity (not one that has already happened or that can be covered using other funds). Activities could include:
    - Organising a joint seminar(s) with international partners (venue, transport etc.).
    - Visiting a global partner or research project, or, bringing over an international partner to work on a research paper/project (costs for flights, hotel, food etc.).

  - Examples of past activity in this scheme can be found on the funding page by scrolling to ‘Case Studies’ at the bottom of the page.

  - The objective of activities should meet one or more of the strategic drivers of the GES:
    1. Cultivating our global outlook to offer our students the best possible preparation for global lives and careers;
    2. As a world class research power-house, co-creating wise solutions to enduring and emerging global problems and Grand Challenges;
    3. Increasing global independent research capability;
    4. Marshalling our expertise in enterprise, innovation, interdisciplinary and translational research to deliver long term benefit for society;
    5. Strengthening our position as London’s Global University by amplifying our achievements and engaging more effectively.

What cannot be funded by the Global Engagement Funds?
- Activity which does not involve a global partner; activities which are solely UK-based/focused; equipment; attending conferences; work for which there is already a significant existing funding stream; activity that has already happened.
- Staff time cannot be covered, except UCL postgraduate assistant time.
When does the activity need to take place?

- Funding must be for future activity where spending and activity takes place between 1 August 2018 and 31 July 2019. Funds will expire after this date.

Assessment of applications

- Applications will be assessed by panels chaired by the lead applicant’s faculty Vice-Dean (International) and the Pro-Vice-Provosts (Regional) responsible for the ‘lead region’ selected in the application form.
- The scoring criteria will include:
  - Alignment with the Global Engagement Strategy;
  - Academic strength of the research and/or global partner (if the research is considered robust; if the PVPR/VDI considers it desirable for UCL/the faculty/department/group to strengthen the relationship with the selected partner);
  - Extent to which the application addresses a global issue (interdisciplinary applications would be particularly welcome);
  - Scale of impact and outcomes – this includes outcomes of the project (for example, number of people impacted short- and longer-term, such as funds to share expertise with colleagues in Africa to train nurses on HIV treatment methods would score highly) as well as if funding would facilitate or accelerate a significant outcome like a publication or a more substantial funding application.
  - Value for money (applications where funding is also provided by the global partner are particularly welcome)

Timeline

- The deadline for applications is **17 May 2018**.
- Award recipients will be notified between 16 and 31 July 2018. Transfers will be made as soon as possible after notification.
- All activity must be concluded and paid for **by 31 July 2019**.
- Successful recipients will be invited to attend the Provost’s third annual ‘Celebrating Global Engagement’ reception on 28 November 2018, to learn from past award recipients and share ideas with likeminded colleagues.

The online application process

All applications must be submitted via the online application form available here.

- If you do not wish to complete your online application in just one session, you may **save and edit using the online system**:
  a) Enter your email address; acknowledge all the compulsory tick box statements; enter some text such as “To be completed later” in the compulsory free text boxes.
  b) Click on the 'Save or Submit' button at the bottom of the form.
  c) An on screen message will then confirm that your application has been received with a link to your application. This will also contain a record of your answers. Make a note of this link, which you will also receive in an email confirmation.
  d) Click on this link to continue editing your application. Click on the 'Save or Submit' button to re-save your application.
  e) You may continue editing and saving your application up until the deadline of 9am UK time on 17 May 2018. After this time, your application will be considered as 'submitted' and no further changes will be possible. We strongly recommend you keep an offline copy of your answers.

- A word application is available upon request. This is for drafting purposes only - only applications made via the online form will be considered for funding. Applicants are strongly recommended to keep an offline version of answers for future reference.

Other notes

- In order to escalate the reach and breadth of access across UCL, we will allocate one award per lead applicant.
- Projects can be co-funded through other schemes internal to UCL (e.g. Grand Challenges and/or Knowledge Exchange funds) providing Global Engagement Funds do not cover the same aspect of the activity.
- Funding from the global partner to complement UCL funding is particularly welcome and should be mentioned in the application (question E.ii).
- Successful recipients will receive funds using the internal UCL transfer process known as 'journal transfer' (a method of arranging batch transfers to multiple recipients). In order to facilitate such transfers, the project number, task number and award number will be requested via the notification email to successful applicants.
- All expenses must be calculated according to UCL policy.

Queries

If you experience any problems making an online application, or have any questions about the online process, please contact Chris Cook, Project Manager (Grants & Evaluation), GEO at vpi.global@ucl.ac.uk / 020 3108 7566.