**IIT Madras and University of Exeter JFBMP-Partnership Collaboration Awards**

**Call for Proposals**

**Indian Institute of Technology Madras (IIT Madras)** and the **University of Exeter** have identified each other as strategic partners to foster deep collaborations in research and education. The **IIT Madras** & the **University of Exeter** JFBMP-Partnership Collaboration Awards (PCA) have been established to facilitate and support joint initiatives that will strengthen the two universities' strategic priorities as well as develop multi-disciplinary cutting-edge research to create academic and societal impact.

In this round of the PCA, applicants are encouraged to submit funding proposals for innovative and sustainable programs built around collaborative research linking **IIT Madras** and the **University of Exeter**. Proposals for learning and teaching initiatives may also be considered if included as part of a larger collaborative research proposal.

The focus areas for the collaboration funds are:

**1.Cyber Physical Systems**
**2. Energy & Sustainability**
**3. Public Policy**

Proposals should plan for long-term engagement that includes leveraging external funding and publication outputs. Proposals must include a team of participants from both institutions and are encouraged to include PhD or masters by research students, postdocs, Early- and Mid-Career Researchers (EMCR) and researchers on sabbatical leave. Projects which are multidisciplinary in nature are encouraged.

In this round, up to three proposals will be funded (each with two Investigators; one from **IIT Madras** and one from **University of Exeter**). Each successful proposal may receive up to the equivalent of £ 3,500 from each university for a total of £ 7,000.

**The key dates for this funding round are as follows:**
- **Applications open**:25th October 2023
- **Applications close**: 15th  November 2023
- **Awards announced**: By end of November 2023
- **Project start date**: From 1st December 2023

- **Project completion date**: By 31st July 2024
- **Project reports to be submitted**: By 31st August 2024

**Objective of the fund:**

- To increase research, teaching and/or education collaboration between Exeter and IIT Madras
- To support the development of novel, interdisciplinary research concepts to the point of submission of bid(s) for significant external funding
- To support academics in developing their initiatives to the point of high academic and/or non-academic outcomes and impact
- To support academics in developing their initiatives to the point of achieving high impact publications or equivalent
- To develop innovative new education programmes between IIT Madras and Exeter

**Scope of the award**

- Any academic member of staff homed at IIT Madras or Exeter is eligible to apply for an award. Each application must include at least one academic from IIT Madras and one from the University of Exeter.
- The award should be used to support the development and expansion of relationships between IIT Madras and Exeter through the development of significant external research funding bids, multilateral research networks, teaching collaborations, or innovative new projects.
- Funding, up to a maximum of **£7,000 per award,** is available. **All funding awarded must be reconciled by 31st July 2024.**

**Submission of proposals**

- The application should be submitted jointly by one lead IIT Madras academic and one lead Exeter academic to (**GP-Funding@exeter.ac.uk** via email by **23.59 GMT /5.30 am IST, 15th November 2023**.
- All IITM researchers must apply in parallel through the GE-IITM portal
- Exeter staff should seek endorsement from your Departmental Director of Global Engagement (DoGE) or Head of Department (HoD).

- Please contact James Smith (j.w.smith2@exeter.ac.uk) or Mark Elliott (m.e.elliott@exeter.ac.uk), and Ranjitha KV (global.relations@ge.iitm.ac.in) for any queries
- Only complete submissions will be considered.
- Late applications will not be considered.

**Duration:**

Funding from IIT Madras is available from award until 31 July 2024.

Funding from University of Exeter is available from award until 31 July 2024.

**Selection criteria:**

- **Quality, clarity and viability:** Applicants are required to set a strong case with tangible outcomes (e.g. joint publications, grant application, educational collaboration) of the proposed activity. This should be accompanied with indicators of how the achievement of the objectives will be measured and expected follow-up activity.
- **Evidence of exploratory work:** It is expected that applicants have had previous contact with their colleagues at the partner institution and have developed a clear plan for collaborations. Evidence of collaboration should be referred to in the application.
- **Contribution to Joint Research Centre in Sustainable Transitions**: Applicants should outline the collaboration's contribution to the Joint Research Centre in Sustainable Transitions, detailing how the funding will support the development of in depth and long-term links between Exeter and IIT Madras that will tackle major global challenges

**Contacts**

For any queries related to this joint call, please contact the following colleagues:

| IIT Madras | University of Exeter |
|---|---|
| Prof. Satyanarayanan Seshadri<br>Advisor, Mobility and Partnerships<br>Office of Global Engagement<br>Email: global.relations@ge.iitm.ac.in<br>satya@iitm.ac.in | **ESE colleagues:**<br>Mark Elliott<br>Regional Head, Global Partnerships<br>Email: m.e.elliott@exeter.ac.uk<br><br>**HASS & HLS colleagues:**<br>James Smith<br>Head of Global Partnerships<br>Email: j.w.smith2@exeter.ac.uk |

**Annexure -1 (Applicable for Exeter's researchers)**

**What can awards be used for?**

Awards can be used to support travel, in-person collaboration and digital collaborations. Staff are asked to please consult the University of Exeter International Travel Policy and Expenses Policy carefully in setting budgets for awards.

Eligible costs under the grants include:
- Travel
- Accommodation
- Subsistence for staff undertaking travel
- Visas for outbound travel
- Digital resources

**What *can't* awards be used for?**

The following items are **not eligible** for funding under this scheme:

- Academic salaries
- Academic or non-academic staff salaries (in whole or part) or fees for staff partner universities or international organisations
- Student fees / tuition / scholarships
- Indirect costs, overheads and bench fees associated with internal research facilities
- Equipment
- Mobile phone rental or phone/data charges
- Publication costs

**Award management**

Lead applicants are reminded that, if successful in application for award, they will be responsible for management of the award and the administrative processes underpinning their project. These include:

- Management of finances (i.e. raising of purchase orders, submitting receipts and expense claims
- Making travel and accommodation arrangements. For Exeter staff, this should be done directly through **Key Travel** (in line with University Policy).
- Completion and submission of travel risk assessment and insurance forms;
- Any recruitment processes for non-academic staff time;

**Reporting**

All expenses should be incurred and reported by **31 July 2024.**

Award holders will also be asked to complete a brief post-project report to highlight notable activities proposed in the original application by August 31st 2024, including:

- Opportunities for further partnership development in future
- External funding opportunities emerging, or external funding applications submitted or secured
- Raising visibility, public engagement and/or influencing policy and practice

Within one year of the end of the award period, award holders will also be asked to complete a follow-up briefing on any further developments that have emerged as a result of the award, as the collaboration has matured.

**Assessment**

Applications are assessed by a panel of academic and PS staff from Exeter and IIT Madras. Decisions will be based on the Selection Criteria outlined in the Guidance above.

**Annexure -2 (**Applicable for IITM researchers)

**Eligibility criteria for IITM researchers**
- Proposals are invited from academic staff from all disciplines at IIT Madras and at University of Exeter and their affiliated Research Centres and Institutes.

- Applicants from affiliated Research Centres and Institutes must be University Title Holders.
- Investigators must be employed on a full-time, part-time (appointed at least 0.5 FTE), fixed term or continuing basis. If on a fixed term contract, the end date must be beyond the funding period.
- PhD and masters by research students, post-docs, and research assistants/associates are not eligible to apply as Investigators but they are welcome to join the applications.
- Current recipients of PCA funding whose project is still ongoing and will not have finished by the application close date may apply for concurrent grants but are required to submit a progress report of their current project when submitting their application. The progress report should be an attachment to the application – single page, narrative update on project progress to date and unexpended award balance.
- Previous recipients of PCA funding whose projects have finished or will have finished by the application close date may only apply for consecutive grants if they have submitted their final report.

**Financial and Reporting Obligations**
- The funding should only be used for the approved project and in accordance with the proposal and the budget plan. It must not be used for any other purposes and prior approval from both universities is needed for any variation in the budget items. Requests for variations from original proposals must be submitted to both universities for approval.
- Awardees must adhere to the purchasing guidelines of the respective universities to which reimbursement is to be sought. Reimbursement of each expenditure item will be capped at the approved amount.
- Awardees must submit a **final report** to the respective campus coordinators at IIT Madras and University of Exeter. The final report must be completed by 31st Aug 2024.
- Failure to submit a completed report will result in all members of the project team being ineligible to submit future funding applications.
- The activation of research funding accounts/submission of claims are not tied to ethics/other approvals being obtained. It is the responsibility of Investigators to ensure that no work requiring approval is commenced until such approvals are in place.

**Notification of Application Outcomes**
- Successful applicants will receive a letter of award outlining the process to accept the award including payment. Feedback on individual applications will not be provided.

**Change of Investigator**
- Awardees should contact the Program Coordinator at each institution. Such changes will need to be approved and documented.

**Extensions**

- Only under exceptional circumstances will extensions be approved. Requests for extensions must be submitted to the Program Coordinators in writing at least 2 months before project end date and include a revised budget and timeline of activities for consideration.

**Forfeiture of Grants**

- Grants must be spent by 31 July 2024.
- For IITM researchers, the fund can be claimed as per allotted budget, from the ICSR project account created for this mobility program. The funds can be claimed post travel by submitting relevant bills.

**Eligible Grant Activities**

- ➢ Activities that will be considered for funding include:
- ▪ Airfares: Only travel on economy class will be considered
- ▪ Other travel expenses (e.g. train, rental car)
- ▪ Costs for hosting seminars/conferences or workshops
- ▪ Accommodation and subsistence
- ▪ Consumables
- ▪ Publications and printing costs

- ➢ All travel activities must comply with the guidelines of the respective universities.

- ● **IIT Madras –** All IIT Madras travel must comply with its relevant travel policy.

Must apply through workflow, obtain letter of support upon invitation from partner institute, apply for VISA, and post travel to submit bills

- ▪ **University of Exeter–** All Exeter's faculty travel must comply with its relevant travel policy

- ➢ Activities that will not be considered for funding:
- ▪ General teaching;
- ▪ An individual staff member's research projects, unless as catalytic funding for the establishment of an international research collaboration with the prospect of external funding;
- ▪ Event registration fees;
- ▪ Venue hire if event held on campus
- ▪ Website development;

- Salaries or salary supplementation, and honoraria (Research/ project assistants may be possible with the approval of JFBMP advisor-Global Engagement IIT Madras/ Finance Manager and Head of School);
- Scholarships for students;
- Course fees for international students;
- Bench fees;
- Mobile phone cards;
- Entertainment costs; and
- Computers, including laptops (excluding access to high-performance computers or other specialised applications that are justified by the project) and basic computing facilities such as printers, word processing and other standard software.

**Marketing and Communications**
- Awardees may be contacted by the office of GE publicity/social media team for the purposes of promoting their successful funding application and informing others of their research.

**Publications**
- Any publications (e.g. abstracts, articles) or dissemination (e.g. public presentations) arising from activities supported by the PCA should acknowledge assistance received from the PCA and copies or notification should be submitted to the Office of Global & Research Engagement at IIT Madras and the Office of Global Engagement at University of Exeter. The standard acknowledgment is "IIT Madras-University of Exeter JFBMP Partnership Collaboration Awards".