

AHRC-FAPESP Collaborative Funding Guidelines

Transnational teams (UK and São Paulo-based researchers) are invited to apply directly to the AHRC under the Research Grants Scheme. AHRC are now accepting proposals under this initiative.

The group of scholars should prepare a single application which must be submitted electronically by the UK-based Principal Investigator's Research Organisation to the AHRC Research Grant scheme via the Joint Electronic Submission (Je-S) System. If you need any assistance to use the system, please contact the JE-S helpdesk on 01793 444164 or on JesHelp@rcuk.ac.uk.

The AHRC [Research Funding Guide \(opens in a new window\)](#) provides an overview of the Research Grants scheme. It details the eligibility criteria, information on how to apply and terms and conditions of awards. In addition to the guidance outlined in the Funding Guide, the following guidelines apply:

Eligibility for UK-based element of project

Investigator

UK: The UK Principal Investigator must meet the AHRC's current eligibility criteria for standard and early career AHRC Research Grant proposals. Please consult the AHRC's [Research Funding Guide \(opens in a new window\)](#) for further information on eligibility.

Brazil: Please note, only researchers formally associated to institutions within the São Paulo state are eligible to act as a Brazilian researcher under this initiative. For details of institutions supported by FAPESP, please contact FAPESP.

Brazilian researchers contracted to institutions outside of the state of São Paulo are not eligible under this scheme.

Co-Investigators are permitted under this initiative, but are not a compulsory eligibility criterion at present. Please note, it is expected that the UK and Brazilian side of the project should demonstrate fair balance.

Research Assistants

Research Assistants employed by the UK organisation need to meet the AHRC's threshold of being of postdoctoral standing (either having a PhD or equivalent research experience).

Project studentships

UK: As of 1 November 2013 AHRC no longer allows costs associated with project students to be included in Research Grants applications. This applies applications submitted under the FAPESP initiative.

Brazil: FAPESP encourages requests for PhD project studentships within the project framework. For more information, please contact FAPESP.

How to apply

Once the applicants have decided that the AHRC is the most appropriate UK Research Council, a single integrated project proposal should be submitted according to the procedures and processes used in applying to the AHRC's Research Grants scheme. The group of scholars should prepare a single application which must be submitted electronically by the UK-based Principal Investigator's Research Organisation to the AHRC Research Grant scheme via the Joint Electronic Submission (Je-S) System.

To prepare a proposal form in Je-S, log-in to your account and choose '**New Document**', then select **AHRC** as the Council, **Standard Proposal** as the Document Type, **Research Grants – Standard or Research Grants - Early Career** as the Scheme then select **Research Grants Sao Paulo Research Foundation FAPESP (Open Call)** as the Call/Type/Mode and then 'Create Document'. Je-S will then create a proposal form, displaying the relevant section headings. Using the 'Help' link at the top of each section will provide guidance relevant to that section of the form.

Applicants do not need to apply additional to FAPESP.

Case for Support and justification of resources

The case for support and justification of resources should outline all elements of the project and provide justification of all resources that are requested. Please note that for applications submitted **under the FAPESP agreement only**, the justification of resources should be no more than **three sides of A4** in a font no smaller than size 11

Proposal Language

Applications should be written in English.

How to identify that the proposal is submitted under this scheme

Each application should be identified clearly as a collaborative proposal under the AHRC/FAPESP bilateral scheme by indicating this in the project title field. The text "**AHRC-FAPESP MoU**" should precede the project title.

How to identify the details of the Brazilian researcher involved

The applicant will need to complete Brazilian details in the “project partner” section of the form. Under Name of Partner Organisation, please state the name of the Brazilian Institution. Under Name of Contact, please indicate the Brazilian researcher's details.

Costing

AHRC will accept proposals with a total full economic cost (fEC) of between £50,000 and £1,000,000 under the standard route, or £50,000 to £250,000 under the early career route for the UK component of the project. If the application is successful, the AHRC will contribute 80% of these costs. FAPESP will accept proposals of up to the equivalent of £1,000,000 for the Brazilian component of the project; bringing the total of the whole proposal up to an equivalent maximum of £2,000,000. Please note, only the UK component is costed under fEC.

The UK applicant must detail the UK component (the costs being incurred by the UK Research Organisations) of the costs according to AHRC financial guidelines on the appropriate section of the form. All costs being requested from AHRC must be eligible under the normal funding rules for the AHRC research grants scheme.

The applicant must submit the Brazilian breakdown of costs as an attachment to the application. The Brazilian breakdown of costs (the costs being incurred by the Brazilian/São Paulo organisations) must be attached to the application using the attachment type: Non-UK Components.

All costs requested from FAPESP should be eligible under the general rules and procedures for FAPESP research grants.

In general terms, costs which can be claimed from FAPESP can include:

- Equipment and long-term materials (bought in Brazil or imported);
- Consumable materials and supplies (bought in Brazil or imported);
- Third-party services (national or foreign);
- Travel expenses and travel allowances for activities directly related to the development of the proposed research, including sponsorship of visiting Investigators;
- Scholarships and Fellowships: post-doctoral fellowships, Doctoral students, undergraduate research (scientific initiation), and technical training scholarships.

Wages of any nature, third-party services other than those of a technical and occasional nature, construction works, purchase of publications, travel (except for field research and presentations in scientific conferences) and administrative materials or, services of any type are **NOT eligible** from FAPESP.

For any specific queries regarding eligible FAPESP costs, please contact Alexandre Roccoatto aroccoatto@fapesp.br

The following FAPESP budget template must be used in this section: [FAPESP consolidated budget form \(opens in a new window\)](#)

Applicants must also attach a summary of the proposal for FAPESP purposes. This document must also be attached to the application using the attachment type: **Non-UK component**. The following FAPESP Proposal Form must be used:

[FAPESP Proposal Summary Form \(opens in a new window\)](#).

In addition the UK applicant must attach a Letter of Support from the Brazilian institution agreeing to the Brazilian partner's involvement. The document must be attached to the application using the attachment type: **Project Partner's Letter of Support**. Applicants should include English translations of any letters of support written in Brazilian Portuguese.

Duration

Projects can be up to a maximum of 60 months.

Closing Date

This scheme operates to open deadlines.

How the application is assessed

In line with current AHRC practices, the assessment of application is a two-stage process: a written peer review followed by moderating panel.

All applications submitted to the AHRC will be assessed by peer reviewers selected by AHRC. In addition, for each application, FAPESP will nominate at least one peer reviewer to provide a written assessment. Peer reviewers will use the criteria and procedures applicable to AHRC. These comments will be formally incorporated in the AHRC's peer review processes. For the second stage, applications will be subject to the AHRC sifting process (outlined in the [AHRC Research Funding Guide \(opens in a new window\)](#)). Applications that pass sift will be sent to an AHRC peer review moderating panel. The peer review moderating panel will determine a final grade for each application and will rank proposals in order of priority for funding. The panel will

consider only the expert peer reviews, technical review (where applicable) and the PI's response to these reviews to reach its decision. Final funding decisions for UK-Brazilian applications will rest with the AHRC and FAPESP.

Applicants should be aware that this will require that applications are processed by both AHRC and FAPESP officers. Applicants should provide written consent to the joint processing of the applications by AHRC and FAPESP at the end of the Case for Support under the heading of "Consent to Joint Processing".

For enquiries concerning the AHRC implementation of this Agreement please contact:

Allie Brown Email: a.brown@ahrc.ac.uk