UK-Canada doctoral exchange scheme: Globalink Research Placement
Announcement of Opportunity
Initially Issued on: 30th September 2019
Update Issued on: 22nd November 2019
Full Application deadline: 4pm on Thursday 12th December 2019

Summary of updates

<table>
<thead>
<tr>
<th>Summary of updates</th>
<th>Page updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>UKRI logo updated</td>
<td>1</td>
</tr>
<tr>
<td>Je-S call process updated</td>
<td>6</td>
</tr>
</tbody>
</table>

1. Summary

UK Research and Innovation (UKRI), in partnership with Mitacs (a Canadian national, not-for-profit organisation), invites applications to the Fund for International Collaboration (FIC) Wave 2 UK-Canada Globalink Doctoral Exchange Scheme from UKRI funded doctoral students to take part in 12-week research placements at Canadian Universities. UKRI funded students are those funded by: Arts and Humanities Research Council (AHRC), Biotechnology and Biological Sciences Research Council (BBSRC), Engineering and Physical Sciences Research Council (EPSRC), Economic and Social Research Council (ESRC), Medical Research Council (MRC), Natural Environment Research Council (NERC), and Science and Technology Facilities Council (STFC).

This is a new and exciting opportunity for UKRI and Canadian doctoral students to participate in a UK-Canada research exchange scheme. Supported by UKRI and Mitacs, UKRI funded doctoral candidates will have the opportunity to develop into global citizens, with international competencies, during 12-week research placements in Canadian universities.

UKRI is investing £1.4M with co-funding from Mitacs of up to $1.8M CAD (£1.1M) to support up to 200 UKRI funded students to undertake a placement at Canadian Universities. This is the first of four funding calls to support up to 200 placements between 1st April 2020 and 31st March 2022.

Funding can be used to reimburse applicable fees and stipend, research costs, and travel and subsistence costs associated with these visits. Exceptional additional costs (e.g. childcare) will be considered on a case-by-case basis. Individual placements are expected to be in the region of £10,000 - £15,000 that includes $3,000 CAD (c. £1,865) in co-funding from Mitacs.

As a collaborative scheme between the UK and Canada, an equal number of Canadian doctoral students will have the opportunity to undertake research placements at UK universities.
2. Background

Economic growth and reaching the UK Government's target of 2.4% GDP spend in research and development (R&D) by 2027 depends, increasingly, on knowledge. In addition, the UK must globalise research and innovation in an increasingly competitive international environment. As such, the UK must do more to make the most of its world-class research, and support its researchers to stay at the cutting edge, forge international collaborations, and encourage international talent to work in the UK.

The UK is already an attractive place for researchers to work. 76% of UK research at higher education institutions was considered as ‘world-leading’ or ‘internationally excellent’ in 2014, despite representing only 4.7% of global researchers. The UK also attracts international talent with 43% of postgraduate research students and 29% of academic staff being from overseas in the 2015-16 academic year. The UK research community and its outputs are enhanced further by the international collaborations that are in place.

It is imperative that the next generation of researchers have the opportunity to build international relationships. This will help to ensure the UK’s long-term ability to attract international talent and form wide-reaching collaborations. Future researchers and sector leaders must not only have the opportunity to undertake challenging, novel and interdisciplinary research, but also to gain the skills, knowledge, and experience to deliver impact internationally, where many challenges exist. To be effective and world-class, our researchers must form part of a connected, sustainable, and collaborative research community, which spans disciplines and borders. These Globalink Research Placements will contribute to this. They will support the movement of doctoral students between the UK and Canada, fostering long-term research networks, and establishing collaborations that will ultimately attract talent to the UK.

The UK and Canada have the joint aspiration to intensify and strengthen cooperation between the two countries in the fields of science, engineering, research and innovation. This will take the form of joint research projects, industrial engagement in technology innovation projects, the sharing of best practice and the organisation of meetings to encourage interaction between relevant research groups.

This is a pilot scheme for UKRI. Mitacs seeks to support innovation and growth through advanced research and training programmes across Canada and beyond. It is a Canadian national, not-for-profit organisation, which currently run the scheme with funding received from Canadian provincial and federal government, and in partnership with other countries. The addition of the UK represents an expansion of this existing scheme. This competition is now open to all UKRI-funded doctoral students across the full breadth of UKRI’s remit. It will support successful applicants to undertake a 12-week research placement in one of 76 Canadian universities in a variety of academic disciplines.

Canada has excellent universities, internationally recognised researchers, outstanding research facilities, and cutting-edge industry innovation. The scheme therefore provides students with the opportunity to spend time in other high quality research environments. During these placements, doctoral students participate in research projects under the supervision of outstanding faculty members, work with graduate students & research associates, and have the opportunity to experience the many one-of-a-kind educational, social, and recreational opportunities Canada has to offer.

---

This is the first of four calls for UK-Canada research placements and c. 50 awards are expected to be made this round. Applicants are encouraged to apply to this round rather than wait. UKRI reserves the right to amend or cancel future calls.

3. Scope

3.1 Programme objectives
The principal objective of this scheme is to support the development of excellent UKRI funded doctoral students. This scheme aims to:
- Foster and enhance long-term international research networks;
- Establish international research collaborations;
- Attract world-class talent to the UK; and
- Upskill UK-based researchers, making them global citizens with international competencies.

3.2 Placement requirements
All successful applicants will undertake a 12-week research project\(^2\) that they develop with their host supervisor(s). Students should make contact with potential Canadian host supervisors to discuss and design a research project and work out costings for the placement with their home and host supervisors. Applicants should make clear, what benefit their research placement will have for themselves, Canada and the UK.

This scheme will support UKRI funded doctoral students in all areas of UKRI research remit. Successful applicants will be required to deliver a programme of collaborative research that will further their studies and enhance their research career prospects. Placement projects can be on a topic unrelated to the students’ studies, helping to create multi- and interdisciplinary researchers. In addition, successful applicants will be expected to undertake network-building activities to enhance and establish collaboration and links between their UK research community and their Canadian counterparts. These activities may be restricted to their area of expertise or be broad in nature, helping to create multidisciplinary connections. Networking could include, but is not limited to, formal (e.g. conference attendance) and / or informal (e.g. involvement in department events or clubs) activities.

All applicants must evidence, within their application, commitment from the hosting supervisor and university. They must demonstrate appropriate mentorship from the host supervisor(s) with details of how the host supervisor(s) will be involved in supporting the applicant intellectually and technically. It must be clear how the host(s) will contribute to, and support, the research project and the student’s learning, training, and networking opportunities. Details should be provided of other supervisors, researchers, or postdoctoral researchers who will supplement the student’s learning, training, and networking opportunities and outline what benefit these will bring.

Applicants must also evidence commitment from their UK PhD supervisor to be able to undertake the placement, as well as support from other UK parties. These parties will include the UKRI grant holder but could also include Directors of cohort training programmes such as DTPs and CDTs, and non-HEI supervisors.

Further details can be found in the ‘Assessment Process’ section below.

A joint UKRI and Mitacs panel will assess applications based on the criteria outlined in the ‘Assessment Criteria’ section below.

\(^2\) Exceptions may be made for Equality, Diversity & Inclusion (ED&I) reasons.
4. Programme requirements

4.1 Programme funding

It is expected that funding in the region of £10,000-15,000 will be requested per placement, which includes $3,000 CAD (c. £1865) from Mitacs\(^2\). Research costs are limited to a maximum of $1,500 CAD (c. £930). There is no upper limit for other cost headings but all costs must be justified in the ‘Justification of Resources’ and be in line with UKRI’s Travel, Subsistence and expenses policy. These awards will be made at 100% of direct costs: no indirect costs will be paid. Mitacs will award $3,000 CAD (c. £1865) to the Canadian host university which will be made available to the student within one week of arriving in Canada (providing all required documents are returned in a timely manner). The student may be required to open a Canadian bank account to access these funds; applicants should discuss how they would access funds with their host supervisor. The remaining funds will be awarded by NERC, on behalf of UKRI, to the home university as a 12 month research grant starting in April 2020; this will allow maximum flexibility on when the placement is taken.

All requested funds must be clearly justified within the Justification of Resources and be in line with UKRI’s Travel, Subsistence and expenses policy.

UKRI funds will cover the student’s standard stipend and fees level, including London weighting where applicable, for the duration of the placement. This includes provision for stipend costs for UKRI fees-only students where funding is not available from an alternative source. Students who receive a higher stipend than the UKRI standard will continue to receive this enhanced stipend for the duration of the placement, this should be clear in the costings.

The Mitacs funds should be used for in-Canada expenses; for example, research costs, host university administration fees (tuition fees are expected to be waved), in-Canada travel, networking events, and training. Research costs are limited to a maximum of $1,500 CAD (c. £930), but there is no other restriction on how funds can be spent. Remaining funds may be used to pay for any outstanding accommodation or travel costs.

On a case-by-case basis, exceptional additional costs (e.g. caring costs arising from the placement) will be considered. For example, childcare costs beyond that required to meet the normal contracted requirements of the job, and that are directly related to the project, may be requested; however, childcare costs associated with normal working patterns may not be sought.

No funds are available for home or host supervisor expenses. Funds can be used to pay for all directly incurred costs; for example, travel, accommodation, medical and travel insurance, visas and entry permits, networking events, training. All other living expenses (e.g. food, phone bills) are not eligible costs and should be paid for from the students’ stipend.

Requested funds should include both UKRI and Mitacs funds in the Justification of Resources. Only UKRI funds should be entered in Je-S.

Students should continue to receive stipend and fees from their normal training grant with funds transferred from this award to cover these costs. Universities may be required to cover cost upfront before the full funding is received.

Funds will be held by the submitting Research Organisation, not the student.

\(^2\) Exceptions may be made if a strong case can be made for ED&I reasons.
4.2 Implementation and delivery

All placements will be 12-weeks in duration, must start after 1st April 2020, and be completed by 31st March 2021. A timetable of the call process is available at the end of this document.

Placements should be undertaken full-time\(^4\) wherever possible. UKRI welcomes applications from part-time students. Part-time students are encouraged to undertake the placement on a full-time basis, but part-time working arrangements will be considered on a case-by-case basis where an equality, diversity and inclusion (ED&I) case is made. Only current part-time students will be allowed to undertake the placement on a part-time basis. However, it should be noted that not all host supervisors or universities may be able to accommodate part-time placements. Applicants should discuss their desire to undertake the placement on a part-time basis with their host supervisor to explore the options available before applying. It should be made clear in the application that there is a request to undertake the placement on a part-time basis, the reason for this request, and how support will be put in place to ensure a comparable experience and a successful research project. UKRI will not support part-time placements where there is no justification.

The student must ensure that undertaking a placement is not detrimental to their studies or progress, and that they are still compliant with all terms and conditions of their award. For example, some students are required to spend a minimum percentage of their time with an industry partner and undertaking this placement does not override this commitment.

Successful applicants will have their UKRI studentship and submission due date extended for the duration of the placement. If successful, part-time students who are eligible for studentship extensions will have these applied on a part-time basis. For AHRC-funded students, because additional funding is being provided through UKRI to extend the studentship, the submission due date would remain the same. This is in line with AHRC policy for similar opportunities. BBSRC students who undertake the placement as their Professional Internships for PhD Students (PIPS) will not be granted an extension, fees or stipend from this award, as this is already accounted for in their studentship. BBSRC students who undertake this placement in addition to their PIPS will be eligible for an extension, fees and stipend from this award.

MRC students on a Clinical Research Training Fellowship (CRTF) should contact MRC or UKRIGlobalink@ukri.org before submitting an application to discuss their situation and ensure funding is available.

Applicants can contact UKRI (on the details below) to discuss their situation before submitting an application.

4.3 Reporting requirements

As with all UKRI grant holders, there will be a requirement to report to UKRI. At the end of the placement, students will be required to submit feedback detailing their work and the outcomes achieved during their placement to UKRI and Mitacs. UKRI and Mitacs may also require funded projects to respond to specific and ad hoc queries for information as required.

Data will be shared between UKRI and Mitacs to allow assessment and monitoring of the scheme. All data will be handled securely and in accordance with all legal requirements, including GDPR.

\(^4\) Exceptions can be made for ED&I reasons.
5. Application process

5.1 Eligibility
This scheme is only open to doctoral students funded by the Research Councils of UKRI and applicants must state on their application form which Research Council(s) issued the training grant from which they are supported. Applicants should contact the training grant administrator with any queries relating to their funding status.

As students are not Je-S registered, applications should be submitted by their home supervisor on the student’s behalf.

All placements must start before the end of a student’s funded period of study and must be completed by 31st March 2021. Applicants must be the legal age of majority in Canada (18 years or older) at the start of the placement.

Students are required to ensure that they are legally able to undertake a placement in Canada including passing any security checks, and obtaining any relevant visas. Applicants should view Canadian immigration documentation for information on security and visa requirements in advance of submitting an application. Applicants are encouraged to discuss, with their host supervisor, what entry requirements and paperwork they must complete to undertake this placement. Information about entry requirements can be found on the Canadian Government [website](#). Students on Tier 4 visas must check their eligibility to undertake a studentship placement, particularly where this requires an extension to the studentship period. For further information, applicants should contact the relevant staff at their Research Organisation.

**Applicants cannot undertake a placement at an institution where they have previously completed a degree.** Applicants are only eligible to hold one Globalink Research Award in their lifetime; therefore, any person who has been in receipt of an award before is not eligible to apply.

5.2 How to apply
By submitting an application you are confirming support from the home supervisor (including non-HEI supervisors where applicable), and, where relevant, the wider supervisory partnership (e.g. industrial supervisor) or training programme (e.g. DTP or CDT). It is the applicant’s responsibility to ensure that all relevant parties are aware of, and have approved, their participation in the scheme including the potential need to cover costs upfront.

**Closing Date:** 16:00 Thursday 12th December 2019

Applications must be submitted using the Research Councils’ Joint Electronic Submission system (Je-S) by the student’s home supervisor on behalf of the student. Applicants should follow the process outlined below.

1. Select Documents
2. Select New Document
3. Select Council - NERC
4. Select Document Type - Standard Proposal
5. Select Scheme – NC&C
6. Select Call/Type/Mode – Globalink Research Placement

To use the Je-S system, the Research Organisation must be registered as a Je-S user. Full details are available on the [Je-S website](#). Further information can also be obtained by contacting the Je-S Helpdesk by [email](#) or by telephone on 01793 444164 (opening hours Monday to Thursday 8:30am to 5pm and Fridays 8:30am to 4:30pm (excluding bank holidays and other holidays)).
It will not be possible to submit an application to the call after 4pm on the closing date. Applicants should leave enough time for their proposal to pass through their organisation’s Je-S submission route before this date. Students should speak to their university about how long this can take at an early stage. Any proposal that is incomplete, or does not meet all the eligibility criteria or submission rules outlined in this Announcement of Opportunity, will be office rejected and will not be considered.

All attachments, with the exception of letters of support, submitted through the Je-S system must be completed in single-spaced typescript of minimum font size 11 point (Arial or other sans serif typeface of equivalent size to Arial 11), with margins of at least 2cm. Please note that Arial narrow, Calibri and Times New Roman are not permissible font types and any proposal that has used any of these font types within their submission will be rejected. References and footnotes should also be at least 11 point font and should be in the same font type as the rest of the document. Headers and footers should not be used for references or information relating to the project case. Embedded diagrams or pictures or numerical formulae may contain text that is smaller than 11 point but applicants should ensure that the font is legible. Text in tables and figure labels not within embedded diagrams should be at least 11 point. If applicants are not able to use Arial font and are unsure whether the font type they plan to use will meet NERC guidelines then they should contact the NERC Grants Team at researchgrants@nerc.ukri.org before submitting their proposal for confirmation of whether or not the font type they plan to use is acceptable.

Letters of support must be on headed paper, and signed and dated. Attachments must not exceed the page limits specified for the attachment type (see below). Attachments should be converted to PDF and checked prior to attaching to the proposal in Je-S, as PDF conversion of documents with any non-standard fonts (scientific notation, diagrams etc.) can result in changes, such as missing data or increased document length. It is the responsibility of the applicant to ensure that font size and margins remain the same when documents are converted to a pdf. Applicants referring to websites should note that assessors will not use them.

Only costs being awarded by UKRI should be entered in Je-S, and all costs applied for should be entered as ‘DI - Other’. Applicants need to tick the exceptions box to ensure costs are allocated at 100% rather than 80%. The Justification of Resources should detail a breakdown of all project costs, including those that will be funded by Mitacs co-funding, and these should be labelled to make clear which costs would be attributed to which funder. The Canadian host university should be added as a project partner with the Mitacs $3,000 CAD (c. £1865) added as an ‘in kind’ contribution.

Applicants should ensure that their proposal conforms to all eligibility and submission rules, otherwise their proposal may be rejected without review. More details on NERC’s submission rules can be found in the NERC research grant and fellowships handbook and in the submission rules on the NERC website.

Please note that on submission to council all non-PDF documents are converted to PDF, the use of non-standard fonts may result in errors or font conversion, which could affect the overall length of the document.

Additionally where non-standard fonts are present, and even if the converted PDF document may look unaffected in the Je-S System, when it is imported into the Grants System some information may be removed. We, therefore, recommend that where a document contains any non-standard fonts (scientific notation, diagrams etc.), the document should be converted to PDF prior to attaching it to the proposal.
The expected start date for projects funded under this Announcement of Opportunity is any date from 1st April 2020 to 1st January 2021.

The title on the application form must be the same as the title on Je-S as this will be used as a unique identifier.

************ IMPORTANT ************

In the summary section on Je-S the following details should be added at the start, with a colon (";") used as a separator. Any application that does not follow this format in the summary section may be rejected or returned for amendment.

- Research council that the student is funded by
- The student’s name
- Training Grant Reference Number

For example: “NERC : Joe Blogs : NE/L123456/1”

************************** IMPORTANT **************************

Applicants will be required to submit the following documents for assessment in addition to the Je-S Proforma. Some information is requested in multiple places, please ensure that the data is duplicated and does not reference other sections or documents.

<table>
<thead>
<tr>
<th>Document / attachment</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application form</td>
<td>The official application form template must be used and fully completed. This can be found on the <a href="https://www.ukri.org">UKRI website</a>. The document should be added as an 'Other' type attachment.</td>
</tr>
<tr>
<td>Research proposal</td>
<td>This can be up to five (5) sides of A4 and must be on the template found on the <a href="https://www.ukri.org">UKRI website</a>. This needs to be added as the 'Case for support' attachment.</td>
</tr>
<tr>
<td>Student CV</td>
<td>CV for the doctoral student should be attached and the CV template on the <a href="https://www.ukri.org">UKRI website</a> should be used; this can be up to two (2) sides of A4.</td>
</tr>
<tr>
<td>Home supervisor letter of support</td>
<td>Only one (1) letter from the student’s home HEI supervisor(s) is required. This letter must cover approval from other supervisors (e.g. industrial supervisors) where relevant or a separate letter of support from non-HEI supervisor(s) must be included. Each letter can be up to two (2) sides of A4.</td>
</tr>
<tr>
<td>Host supervisor letter of support</td>
<td>One (1) letter from each host supervisor named on the application form is required. Each letter can be up to two (2) sides of A4. This should be added as the 'Project Partner Letter of Support'.</td>
</tr>
<tr>
<td>Host supervisor CV</td>
<td>One (1) CV for each host supervisor named on the application form is required. Each CV can be up to two (2) sides of A4.</td>
</tr>
<tr>
<td>Justification of resources</td>
<td>This should detail all costs being applied for and which will be paid for from the Mitacs contribution. Up to two (2) sides A4</td>
</tr>
</tbody>
</table>

If successful, applicants will be required to complete a pre departure pack before placements commence.

As part of the research proposal, the applicant is expected to outline how a placement will:
- Allow them to develop as a researcher
• Enhance their career prospects.
• Establish or enhance international collaboration
• Benefit both the UK and Canada.

The host supervisor letter(s) of support will be required to demonstrate:
• To what extent the host supervisor will be actively involved in, intellectually and technically, supporting the student for the project;
• The availability of support to the student, including supervision from the host supervisor and / or others, is sufficient to achieve the project objectives; and
• Support for personal development of the student, including mentoring, and training courses.

The home supervisor letter(s) of support will be required to demonstrate:
• That the student has the support of, and approval from, all supervisors and other relevant parties (as detailed in section 3.2);
• The level of confidence that the student will successfully complete the project;
• The benefit this will have on the student and their future career; and
• The student’s qualities, strengths, merits and achievements in conducting research activities.

6. Assessment

Proposals will be reviewed and final funding recommendations made by a panel consisting of independent staff from UKRI and Mitacs. Applications will be assessed against the following.

<table>
<thead>
<tr>
<th>Assessment area (weighting)</th>
<th>Requirements</th>
<th>Examples of evidence that may be considered</th>
</tr>
</thead>
</table>
| Quality of the research proposal (33%) | • Research proposal  
• Justification of Resources | • There is a well thought out research idea with a literature review  
• There is a clear case for the project and its relevance to the research field  
• The proposal is ambitious and innovative  
• It is achievable, with a detailed timeline  
• There are clear and realistic research objectives  
• Clear, realistic, and justified costings with a well thought through Justification of Resources |
| Student support and development (33%) | • Level of supervision and mentorship committed by the host supervisor(s)  
• Strength of recommendation by the home supervisor(s) | • The opportunities for the student to engage with the host institution  
• The types and level of training that are being offered, and how this will benefit the student  
• The level of mentorship arranged, and who will provide this |
| Benefit to the UK and Canada (33%) | • Relevance to society and industry  
• Expected benefit to Canada  
• Expected benefit to the UK  
• Enhanced international collaboration | • Will this project connect Canadian / UK universities with internationally renowned experts?  
• Any unique opportunities for fieldwork or data collection, access to resources, facilities, or expertise not available in Canada or the UK  
• The skills, techniques or expertise that will be brought back to the UK or brought in to Canada  
• Original data or information that will be collected by accessing specific resources, sites or populations  
• The exchange of (existing or created) data or information between universities and countries  
• The project opens up innovative ways of thinking that will provide another perspective to help solve Canada’s or the UK’s challenges  
• How this placement will establish or further international links between Canada and the UK  
• Any significance to, or potential impact on, society, the economy or industry |

Unsuccessful applicants may receive feedback and may be allowed to improve their application to apply to a later call.

The assessment of individual applications as well as the balance of research areas across applications will be taken into account when making decisions. UKRI will use the recommendations of the panel along with the overall call requirements and the available budget in making the final funding decisions.
7. Timetable

Summary of key dates:

- Announcement published: September 30th 2019
- Call opens on Je-S: October 14th 2019
- Deadline for submission of full proposals: December 12th 2019
- Assessment panel meets: January 2020
- Earliest start date for placements: 1st April 2020
- Latest end date for placements: 31st March 2021

8. Contact

For all enquiries, please contact UKRIGlobalink@ukri.org
For Mitacs, please contact international@mitacs.ca