**International Partnership Development Funding (IPDF)**

**Application for 2024-2025 funding**

All applications should be returned to Alison Coe: [alison.coe@glasgow.ac.uk](mailto:alison.coe@glasgow.ac.uk) .

Please note that we can accept emails as proof of support (section 5) but the applicant must sign section 6 ‘Privacy notice’ and send a copy to the email address above.

**Priority will be given to IPDF applications that:**

* clearly demonstrate the potential benefits of proposed activity in relation to the priorities set out in our International Strategy: [Global Glasgow 2025](https://www.gla.ac.uk/explore/globalglasgow/).
* are developing articulation pathways.
* use the experience to explore multiple strands of activity.
* build on work with existing partners or develop a new relationship of strategic importance to the School or College or Service.
* offer opportunities for members of staff that have not yet accessed the IPDF.

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| Applicants must follow the latest University travel advice |

**Points to note:**

* The funding is **in-year funding**, therefore it must be spent before July 2025.
* Successful applicants must complete an online progress report **within six months of the visit/activity**. If requested, you will also be expected to provide further updates on your progress against your long-term objectives.
* You will not be able to apply for any additional IPD funding if you have not fully completed and **returned previous progress reports**.
* The IPDF fund supports economy class travel, any upgrade must be funded locally.
* Staff are responsible for **arranging their own travel**.

Web: [IPDF application process](https://www.gla.ac.uk/explore/internationalisation/fundingopportunities/internationalpartnershipdevelopmentfund/)

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| **1. Contact and partner details** | | | | | | |
| **1.1 Is this proposal with an existing university partner?** | Yes | |  | | No |  |
| Weblink: [latest list of existing partners for IPDF](https://www.gla.ac.uk/explore/internationalisation/fundingopportunities/internationalpartnershipdevelopmentfund/#examplesofexistingpartners) | | | | | |
| **1.2 Name of project** – e.g.‘*COIL activity between ASBS and the University of Sydney’* |  | | | | | |
| **1.3 Name of main UofG contact** |  | | | | | |
| **1.4 Email of UofG contact(s)** |  | | | | | |
| **1.5 School(s) or subject areas/ service** |  | | | | | |
| **1.6 Name and web address of partner institution(s)** |  | | | | | |
| **1.7 Key contact(s) at partner institution(s)** |  | | | | | |
| **1.8 Region** | Africa | |  | Latin America & the Caribbean | |  |
| Central & South Asia | |  | Middle East | |  |
| East Asia | |  | North America | |  |
| Europe | |  | South East Asia & Australasia | |  |
| **2. Outline of the proposed partnership and activity** | | | | | | |
| **2.1 Type of proposed partnership** | Collaborative Online International Learning (COIL) activity | | | | |  |
| Developing an articulation pathway | | | | |  |
| Summer schools at international partners and other blended/short term mobility routes (at all levels) | | | | |  |
| Large delegation visit to a priority or potentially new University partner (either within or cross-college) | | | | |  |
| Collaborative international research opportunity at a School or College level | | | | |  |
| Online collaboration with partner | | | | |  |
| Incoming visits/meetings from international partners | | | | |  |
| Student recruitment | | | | |  |
| Staff mobility aimed at building a sustainable partnership | | | | |  |
| Capacity building (professional/personal development) | | | | |  |
| Extension of conference travel for partnership development at a School or College level (i.e. IPDF should not to be used for solely conference travel) | | | | |  |
| Other (please provide brief details): | | | | | |
| **2.2 Level of proposed partnership** (UG/PG etc) |  | | | | | |
| **2.3 Details of any contact to date with the partner institution** |  | | | | | |
| **2.4 Proposed date of activity funded by IPDF** (please note that in-year funding, therefore it must be spent before July 2025). |  | | | | | |
| **2.5 Details of proposed activity**  (e.g. draft schedule or itinerary) |  | | | | | |
| **3. Aims and objectives** | | | | | | |
| **3.1 Please clearly set out how your activity aligns with the priorities set out in our international strategy,** [**Global Glasgow 2025**](https://www.gla.ac.uk/explore/globalglasgow/) |  | | | | | |
| **3.2 List of objectives for the visit / online meetings** | **1.** | | | | | |
| **2.** | | | | | |
| **3.** | | | | | |
| Add further objectives, if needed | | | | | |
| **3.3 List any long-term project aims (where possible, include dates).** i.e. What are the final outcomes? The final vision that you have for this partnership? E.g:   * Degree programme specification; * Mobility opportunities; * Any agreements; * Research papers/proposals/grant applications etc. |  | | | | | |
| **3.4 Details on potential financial return.**  **E.g.**   * projected fee income and fee level * timetable for return on investment * evidence of potential market demand or example of competitor activity |  | | | | | |
| **4. Breakdown of costs** | | | | | | |
| **4.1 Have you previously received funding from the IPD Fund?** If so, when and with what partner? | |  | | | | |
| **4.2 Is the work supported from other sources?** e.g. Learning and Teaching fund. | |  | | | | |
| **4.3 Costings. Please provide a breakdown of how the proposed funding will be used**  (include a budget breakdown with itemisation of funds requested. E.g. travel costs, accommodation costs, extras etc.). | |  | | | | |
| **4.4 Total costs** | |  | | | | |
| **4.5 How much is being requested from the IPDF? Note this is usually 50%** | |  | | | | |
| **4.6 Please indicate where your match funding is coming from (50% contribution of funds)** | | Individual | | |  | |
| School | | |  | |
| College | | |  | |
| Service | | |  | |
| Other, please specify: | | |  | |
| **4.7 Project code**  Funding is transferred to pre-agreed college project codes (for Sci & Eng these are school codes). | | **Please confirm your local School/Service Project Budget code for the transfer of funds:**  The applicant must arrange for the IPDF, plus any match funding, to be transferred to a local project code. | | | | |
| **5 College/service support** | | | | | | |
| Note that this section must be completed by your school/college/service contacts. For details please refer to the [IPDF web application process](https://www.gla.ac.uk/explore/internationalisation/fundingopportunities/internationalpartnershipdevelopmentfund/#applicationprocess) | | | | | | |
| **5.1 Evidence of School/ Service support, e.g. Head of School or Head of Finance 1, 2 (optional)** | | Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| **5.2 Comments from School in support of the application (optional)** | |  | | | | |
| **5.3** **Evidence of College/Head of Service support (mandatory)** | | Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| **5.4 Comments from College/Director of service in support of the application   (mandatory)** | |  | | | | |

1 If you are unable to arrange a signature, other evidence of support is accepted (e.g. email).  
2 Please visit the IPDF webpage for details of the [approval process for each college](https://www.gla.ac.uk/explore/internationalisation/fundingopportunities/internationalpartnershipdevelopmentfund/#applicationprocess). Any questions contact the relevant college IPDF contacts on the web.

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| **6 Privacy notice for the International Partnership Development Fund** |

**Your Personal Data**

***The University of Glasgow*** *will be what’s known as the ‘Data Controller’ of your personal data processed in relation to International Partnership Development Fund (IPDF). This privacy notice will explain how The University of Glasgow will process your personal data.*

**Why we need it:** *We are collecting your basic personal data such as name and email address in order to process the application. Information provided in your progress report following the visit will be used on the University of Glasgow’s Internationalisation Sharepoint site (requiring GUID) and /or in presentations at University of Glasgow events promoting the fund. We will only collect data that we need in order to provide and oversee this service to you.*

**Legal basis for processing your data:***We must have a legal basis for processing all personal data. In this instance, the legal basis is Consent*

**What we do with it and who we share it with:** *All the personal data you submit is processed by staff at the University of Glasgow in the United Kingdom.*

**How long do we keep it for:***Your data will be retained by the University for six years after the year of application, after this time, data will be securely deleted.*

**What are your rights?\*:** *You can request access to the information we process about you at any time. If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and may in some instances request to have it restricted, corrected or, erased. You may also have the right to object to the processing of data and the right to data portability. If you wish to exercise any of these rights, please contact* [*dp@gla.ac.uk*](mailto:dp@gla.ac.uk)*.*

*\*Please note that the ability to exercise these rights will vary and depend on the legal basis on which the processing is being carried out.*

**Complaints*:*** *If you wish to raise a complaint on how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter. Our Data Protection Officer can be contacted at* [*dataprotectionofficer@glasgow.ac.uk*](mailto:dataprotectionofficer@glasgow.ac.uk)*. If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner’s Office (ICO)* [*https://ico.org.uk/*](https://ico.org.uk/)

􀕿 I consent to the University processing my personal data for the purposes detailed above.

I have read and understand how my personal data will be used.

Signed: ………………………………………………………………………………………………………

Date: ………………………………………………………………………………………………………

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| **7 Final review (for Deans for Global Engagement)** | | | |
| **Internal comments – space for general observations from IA staff, if needed** |  | | |
| Note that this section is for internal use only – to be completed by the relevant Dean for Global Engagement review process AFTER the application has been submitted | | | |
| **Do you support the application?** | Yes – strong application | Support but work needed (please detail below in 5.4) | No |
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| **5.4 Comments on the application and how it fits with the regional strategy.**  **Are there areas where the application could be improved – would you be willing to meet with the applicant?**  **If you do not wish to support, then please explain why and whether you would consider a revised application in the next round?** |  | | |