

International Collaboration Grants

国际合作资助计划

Application Guidance

申请指南

This document is for reference only

本文件仅供参考

International Collaboration Grants – Application Guidance

国际合作资助计划—— 申请指南

INFORMATION CORRECT AS OF 7 OCTOBER 2021. PLEASE REGULARLY CHECK WEBSITE FOR UPDATES www.britishcouncil.org/arts/international-collaboration-grants
最新更新 2021 年 10 月 7 日，目前网站信息正确无误。请定期登录网站以了解最新信息 www.britishcouncil.org/arts/international-collaboration-grants

This document outlines the application process for the International Collaboration Grants. **Please note that this is not the application form.** All applications must be submitted via the online application form link which opens from **15 October 2021** at www.britishcouncil.org/arts/international-collaboration-grants

本文件是关于国际合作资助计划的申请流程。**请注意，这不是申请表。**所有申请必须通过在线申请表链接提交（链接于 **2021 年 10 月 15 日** 开放，网址：www.britishcouncil.org/arts/international-collaboration-grants）。

Below you can find the questions that applicants will be required to complete on the application form. You can use this information to start preparing your project ideas and application with your partners.

下文是关于申请表中需要填写的问题，请根据下列问题与合作伙伴共同准备项目和申请。

We can not accept any email submissions. All applications must be completed via the online application form which will be open from 15 October 2021 at www.britishcouncil.org/arts/international-collaboration-grants

请勿通过电子邮件提交申请。所有申请必须通过在线申请表完成（该表于 2021 年 10 月 15 日上线发布，网址：www.britishcouncil.org/arts/international-collaboration-grants）。

Please note the deadline for applications: **4 November 2021, 23:59hrs GMT**. This may mean that if you live in Japan, deadline would technically be on 5 November, 08:59hrs GMT+9 (daylight savings time). Please take note of the time-zone and date.

请注意申请截止日期为 **2021 年 11 月 4 日，格林威治标准时间 23:59**。如果您居住在日本，则截止日期从严格意义上来说是 11 月 5 日，08:59 时+9（夏令时）。请注意时区和日期。

Please read our [Frequently Asked Questions](#) for full details about this Grants programme and to find out about the eligibility requirements for applicants.

有关该资助计划的全部事项和申请资格，请查阅[常见问题](#)
www.britishcouncil.org

Overview of application criteria

申请标准概览

Your application will be assessed in relation to the following areas:

我们将从以下方面对您的申请进行评估：

Activity and innovation - 40%

活动及创新——40%

Is the project proposal of a high artistic/creative quality and is it innovative in its approach? We will look for:

- Evidence of developed discussions and activity outline
- Evidence of artistic quality and benefit to individual artists
- Evidence of innovation (what is new about the way you want to work)

项目方案是否具有较高的艺术/创意水平，方法理念上是否具有创新性？请附上以下证明材料：

- 完备的论述材料及活动大纲
- 艺术水平及对艺术家的益处
- 创新性（工作方式的创新性）

Partnership and positive contribution, legacy - 30%

合作伙伴关系、积极贡献及后续计划——30%

Is the project proposal mutually and equally benefitting both UK and international applicants? Is the project proposal well planned and resourced and does it demonstrate shared use of the budget between the UK and international applicants?

- Evidence of a sound partnership
- Evidence of viability of project (timescale, budget) and ability of partners to deliver (track record, risk assessment)
- For projects involving ODA countries, demonstrate that they are making a positive contribution to the social and economic development to the ODA country involved
- Legacy plans – how will this partnership be sustained and developed beyond this project

项目方案是否能保证合作双方互惠互利？是否规划详尽、资源齐全？是否能说明合作双方共同使用预算？请附上：

- 健全伙伴关系证明
- 项目可行性（时间表、预算）及合作伙伴执行能力（成就记录、风险评估）
- 涉及政府开发援助（ODA）国家/地区的项目，需说明该项目对该国家/地区经济社会发展的贡献
- 后续计划——除此项目外，合作伙伴关系将如何维持与发展？

Diversity, Inclusion, Sustainability - 30%

多元化、包容性、可持续性——30%

Does the project proposal address equality, diversity, inclusion, or environmental sustainability?

- Evidence of diversity (in project team, in subject, in targeted audiences)

- Equality and Diversity assessment
- Sustainability (in delivery, and in project themes)

项目方案是否强调平等性、多元化、包容性或环境可持续性？

- 多元化（项目团队、主题及目标受众等）
- 平等性与多元化评估
- 可持续性（项目执行及主题等）

Access

无障碍支持

If you identify as disabled you are welcome to submit your answers to certain questions (where marked in the text) via a video format. For video submissions, please submit a different video for each answer and share a private YouTube link within the associated response box. Videos will not be assessed on quality, but we ask that we can clearly see and hear the speaker. Submissions can be in BSL. Please note videos should all be within the maximum time indicated after each question.

残障人士可以通过视频方式回答问题（已在文中标注）。请为每个问题单独录制视频，并将 **YouTube** 私人链接提交到相应回答框。视频质量不纳入评估，但须保证音容清晰。视频可以使用英国手语（BSL）。请注意，视频时间应控制在每个问题后标注的规定时间内。

We may be able to offer disabled-led organisations some support to assist in completing your application. Please contact CollabGrants@britishcouncil.org to arrange this.

我们可以向残障人士组织提供申请帮助。如有相关需求，请联系 CollabGrants@britishcouncil.org。

Application questions

申请问题

Below are the application questions as they will appear on the online application form. Please take the time to read through all the questions to understand what is required to submit a full application.

以下是在线申请表中需要回答的问题。请耐心等待阅读所有问题，以了解提交完整申请所需条件。

If you have any questions, please email CollabGrants@britishcouncil.org.
如有疑问，请发送电子邮件至 CollabGrants@britishcouncil.org。

Please do not submit your application by email. All applications must be submitted via the online link on the website which will be available from 15 October 2021 at

www.britishcouncil.org/arts/international-collaboration-grants

请勿通过电子邮件提交申请。所有申请必须通过在线链接提交（2021年10月15日上线，网址：www.britishcouncil.org/arts/international-collaboration-grants）。

SECTION A: You and Your Partners

A: 您与合作伙伴

Please note one of the partner organisations must be based in the UK and with a UK bank account. The contract must be signed by the UK organisation as funding can only be distributed to a UK bank account.

请注意，合作组织中须有一方为英国组织且拥有英国银行账户。合同须由该英国组织签署，资助金仅发放至英国银行账户。

PARTNER 1 (You)

A1. Full name

A2. Job role

A3. Organisation name

A4. Organisation type

(Please check our FAQs <https://www.britishcouncil.org/arts/international-collaboration-grants> for eligibility of organisations for this fund. Please note that individuals are not eligible to apply.)

A6. Location

A7. Full address

A8. Email address

A9. Mobile Number

A10. Website

A11. About your organisation (no more than 500 words)

Tell us about what you do, any previous or current projects that will help us understand about your work and aims. For video submissions (by pasting your private link onto the text field), please keep the length to no more than 5 minutes.

A12. Have you previously received grants for projects within your organisation?

A13. If yes to above, please share project name amount and funder (no more than three examples).

A14. Contact's gender

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A15. Please indicate your preferred pronoun (for example: he/him, she/her, they/them).

合作方 1 (您)

A1. 全名 (称)

A2. 工作职责

A3. 组织名称

A4. 组织类型

(关于组织机构的申请资格, 请查阅常见问题 <https://www.britishcouncil.org/arts/international-collaboration-grants>。请注意, 个人不具备申请资格。)

A6. 国家/地区

A7. 具体地址

A8. 电子邮箱

A9. 联系电话 (手机)

A10. 组织官网

A11. 组织介绍 (不超过 500 字)

请介绍一下您的工作内容及以往项目经验, 以帮助我们了解您的工作和目标。如以视频方式提交, 请将视频私人链接粘贴至文本字段位置, 时长须控制在 5 分钟以内。

A12. 是否曾在组织内部获得过项目资助?

A13. 如曾在组织内部获得过项目资助, 请介绍一下资助项目名称、资助金额及资助方 (不超过 3 个项目)。

A14. 联系人性别

A15. 称呼指代 (如: 他、她、他们、她们)

PARTNER 2

A16. Full name

A17. Job role

A18. Organisation name

A19. Organisation type

(Please check our **FAQs** <https://www.britishcouncil.org/arts/international-collaboration-grants-fags> for eligibility of organisations for this fund. Please note that individuals are not eligible to apply.)

A20. Location

A21. Full address

A22. Email address

A23. Mobile Number

A24. Website

A25. About your organisation (no more than 500 words)

Tell us about what you do, any previous or current projects that will help us understand about your work and aims. For video submissions (by pasting your private link onto the text field), please keep the length to no more than 5 minutes.

A26. Have you previously received grants for projects within your organisation?

A27. If yes to above, please share project name amount and funder (no more than three examples).

A28. Contact's gender

A29. Please indicate your preferred pronoun (for example: he/him, she/her, they/them).

A30 Do you have other partners involved in this project?

A31. If yes above, can you please provide their contact details in table in a separate document

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as per the PARTNER 1 and 2 fields and attach to this application.

A32. Have you already worked or collaborated on a project with the British Council before, as a grantee, presenter, guest, or project partner?

A33. Please give details (Limit: 100 words)

A34. What size of Grant are you applying for?

合作方 2

A16. 全名（称）

A17. 工作职责

A18. 组织名称

A19. 组织类型

（关于组织机构的申请资格，请查阅常见问题 <https://www.britishcouncil.org/arts/international-collaboration-grants>。请注意，个人不具备申请资格。）

A20. 国家/地区

A21. 具体地址

A22. 电子邮箱

A23. 联系电话（手机）

A24. 组织官网

A25. 组织介绍（不超过 500 字）

请介绍一下您的工作内容及以往项目经验，以帮助我们了解您的工作和目标。如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 5 分钟以内。

A26. 是否曾在组织内部获得过项目资助？

A27. 如曾在组织内部获得过项目资助，请介绍一下资助项目名称、资助金额及资助方（不超过 3 个项目）。

A28. 联系人性别

A29. 称呼指代（如：他、她、他们、她们）

A30. 是否有其他合作方？

A31. 如有其他合作方，请按照合作方 1、2 的申请内容填写，另附文件至本申请表。

A32. 是否曾作为受资助方、主持方、受邀嘉宾或项目伙伴与英国文化教育协会开展过项目合作？

A33. 请提供详细信息（限 100 字）

A34. 申请资助金额

SECTION B: You and Your Project

B: 您与申请项目

B1. Please tell us about your project and what you hope to achieve by doing it. (no more than 500 words)

For video submissions (by pasting your private link onto the text field), please keep the length to no more than 5 minutes.

B2. What is your timeline? Please include your key milestones. Write here or upload a document on the next field.

Limit: 500 words

Ideally the project should finish 31 March 2023, however we may consider extensions on a case-by-case basis.

B3. Timeline upload (optional)

B4. Please identify which artform/s describe your project.

We know that many projects will involve multiple artforms but please indicate if there is one art form which features more strongly in your proposal to ensure it is assessed by the appropriate specialists.

B5. Please write which main artform best describe your project. (no more than 10 words)

B6. Tell us how individual artists will benefit from your project? (no more than 100 words)

For video submissions by pasting video link on the text field, please keep the length to no more than 2 minutes.

B7. Tell us how your project provides mutual benefit to the countries involved. You may refer to economic and social benefits where relevant.

B8. What is new about your project? (no more than 100 words)

We are looking for new and innovative projects – this includes projects that demonstrate new forms or content; that work with a new partner, or in a new country; or that approach audiences in a new way, or use technology (not necessarily new) to make art or cultural connections.

For video submissions by pasting video link on the text field, please keep the length to no more than 2 minutes.

B1. 请介绍一下您的项目及预期达到的目标（不超过 500 字）。

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 5 分钟以内。

B2. 项目时间表，包括重要的时间段节点。在此填写或在下一栏上传相关文件，限 500 字。申请项目应在 2023 年 3 月 31 日前结项，但我们也会根据具体情况考虑项目延期的问题。

B3. 上传时间表（可选）

B4. 请确认项目艺术形式 / 项目描述。

对于涉及多种艺术形式的项目，请说明最主要的一种艺术形式，以便相应专家评估。

B5. 请说明项目的主要艺术形式。（不超过 10 个字）

B6. 请说明该项目对艺术家有哪些益处。（不超过 100 字）

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 2 分钟以内。

B7. 请说明该项目对合作方所在国家/地区有哪些益处，可包括相应的社会效益。

B8. 项目创新（不超过 100 字）

我们十分重视项目创新，包括项目形式或内容创新，新的合作伙伴或新的工作国家/地区，以新的方式接触受众，或利用技术（无创新要求）来建立艺术或文化联系等。

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 2 分钟以内。

B9. Tell us why you and your partner organisations have chosen to work together and the role/contributions of each partner (no more than 100 words)

For video submissions by pasting video link on the text field, please keep the length to no more than 2 minutes.

B10. Please attach confirmation letters from Partner(s) of their intention to collaborate.

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B11. Have you worked as partners before?

B12. How does your proposal address equality, diversity, inclusion, or environmental sustainability? (no more than 200 words). For video submissions by pasting video link on the text field, please keep the length to no more than 2 minutes.

B13. We ask all applicants to embed accessibility into their project. Please explain the type of access support your proposal will require. (no more than 100 words.) For video submissions by pasting video link on the text field, please keep the length to no more than 2 minutes.

B9. 请说明双方合作原因以及各方的职责/贡献（不超过 100 字）。

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 2 分钟以内。

B10. 请附上双方合作意向确认函

B11. 双方此前是否有过合作？

B12. 项目方案如何体现平等性、多元化、包容性或环境可持续性（不超过 200 字）？

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 2 分钟以内。

B13. 所有申请者均须在其项目中考虑无障碍因素。请说明项目方案需要哪种无障碍支持。（不超过 100 字）

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 2 分钟以内。

Tell us about your estimated number of audiences.

B14. Target number for face-to-face audience in the UK

B15. Target number face-to-face audience other country

B16. Target number digital audience

B17. Legacy plans: How do you plan the project and partnership to develop in the future (no more than 200 words)

B18. How will you evaluate the success of your project? (no more than 200 words). For video submissions by pasting video link on the text field, please keep the length to no more than 2 minutes.

B19. Are you working with children (under 18), or with vulnerable adults? (A vulnerable adult is someone who is unable to protect themselves against significant harm or exploitation).

If Yes, please write below how you will be working with them. (no more than 100 words)

Write No if not working with children and vulnerable adults. Please note: All selected projects will undergo basic British Council Safeguarding training whether working with at risk populations or not.

请说明预估受众人数。

B14. 英国线下观众目标数量

B15. 其他国家/地区线下观众目标数量

B16. 线上观众目标数量

B17. 后续计划：该项目及双方合作关系在未来的发展规划（不超过 200 字）。

B18. 如何评估项目成功与否？（不超过 200 字）。

如以视频方式提交，请将视频私人链接粘贴至文本字段位置，时长须控制在 2 分钟以内。

B19. 是否会与儿童（18 岁以下）或弱势成年人一起工作？（弱势成年人是指无法保护自己免受重大伤害或剥削的人）。

如果是，请在下面写出具体的工作方式（不超过 100 字）。

如果没有与儿童和弱势成人合作，请填写“否”。请注意：无论是否与高危人群合作，所有入选项目合作方均将接受英国文化教育协会提供的基本安全保障培训。

Section C: Budget

C: 预算

Access

无障碍支持

If your organisation has access requirements in delivering this project, you will be able to request additional funds beyond the core grant in the budget section of this form. In addition, all projects should include access facilitation for audiences in their core project budget.

如在项目执行过程中有无障碍需求，可以在本表预算部分申请核心拨款以外的资助。此外，所有项目均应将受众无障碍需求考虑在核心预算中。

C1. How much are you requesting from the International Collaboration Grants?

£ GBP

Response will be in GBP (£). The minimum budget is £5,000 and the maximum budget is £75,000. As this is a grant the amount detailed in the grant agreement is inclusive of any taxes, if applicable.

C1. 申请资助金额是多少？

英镑

答复将以英镑为单位。最低预算为 5000 英镑，最高预算为 75000 英镑。资助协议中详述的金额已包括任何税款（如适用）。

C2. You can complete the inline budget template below, or you can attach your own budget in a table or spreadsheet format in C3.

Please ensure your budget clearly shows:

Breakdown of each item, with a description of cost per units and total units required.

- Notes or rationale, including where costs relate to providing greater accessibility and inclusion, or are above market value but are low carbon alternatives.
- Matched and in-kind support (if applicable).
- At least 50% of the funding must going to non-UK partners

C2. 请填写下文的预算模板，或在 C3 中以表格或电子表格的形式附上预算。

请确保预算包括：

每个项目的细目，说明各条目具体费用及总条目数。

- 证明或理由，包括完善无障碍性及包容性所需成本，或高于市场价值但低碳环保的替代方案。
- 配套和实物支持（如适用）。
- 至少 50% 的资金须拨付给非英国合作伙伴。

[BUDGET TEMPLATE PROVIDED IN ONLINE FORM]

【在线预算表】

The grants can cover direct project costs including:

资助金可用于承担项目的直接成本，包括：

New staff positions to deliver the project

Additional hours for existing staff to deliver the project

International bank transfer fees within budget lines

Training costs Professional fees

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Translation and interpreter fees

Equipment and materials

Activities relating to learning, advocacy and community engagement

Evaluation Promotion

Extra costs for your organisation, such as new online subscriptions, new computers or extra rent

First-party insurance costs

Up to 25% of the budget can go towards overhead costs.

We believe artists should be paid fairly and this should be reflected in the budget in relation to any artist costs.

C3. Budget file upload

C4. Do you wish to apply for any additional access funds for your organisation? If so, provide the amount and rationale below

Write No if not needed.

为执行项目而招聘新员工的费用

现有员工执行项目时的加班费

预算内国际银行转账费用

培训与专业服务费用

口笔译费用

设备和材料费用

与学习、宣传和社区参与有关的活动费用

评估与宣传费用

组织产生的额外费用，如增加在线订阅、电脑换新或租赁房屋等

第一方保险费用

用于日常营运的费用可达到预算的 25%

艺术家个人的报酬应保证公平，预算应标明艺术家产生的费用

C3. 预算文件上传

C4. 是否希望为组织申请额外的无障碍专项资金？如是，请在下方填写金额和理由

如不需要，请填写“否”。

Please note C4 relates to personal access costs for the individuals involved in the project planning, design and delivery. All other access costs must be included within the main application budget. These costs are not guaranteed, although we will do everything we can to support your needs.

C5. Have you handled a budget of this size before?

请注意，C4 包括参与项目规划、设计和执行人员的个人无障碍需求费用。所有其他无障碍费用均应包含在主要申请预算内。申请不保证获允，但我们会尽量满足您的需求。

C5. 是否曾申请过类似金额的预算？

Section D

D1. How did you find out about this opportunity?

D2. Declaration

By submitting this application, you are confirming that (please check the boxes below to confirm)

- All partners have read the application and agree that role/budget allocation is fair and that they can deliver what has been outlined in the proposal
- The contract will be signed by the UK partner with the British Council and that the UK

partner will report to the British Council on behalf of all partners

- All partners will carry out their role/part as described in the project application. Any change in the partnership and/or budget allocation among partners after selection needs to have the prior approval of the British Council.

D1. 您是通过什么方式得知此资助计划的？

D2. 声明

通过提交本次申请，我确认（请在下面的方框内打勾确认）

- 所有合作方均已阅读申请表，并认可职责/预算分配的公平性，能够按照方案所列内容执行。
- 英国合作方将与英国文化教育协会签署合同，并代表所有合作方向英国文化教育协会汇报工作。
- 所有合作方均将按照项目申请表履行其职责/工作内容。项目入选后，合作方之间的合作关系和/或预算分配的任何变更均需要经英国文化教育协会事先批准。

Once you are notified that your application is successful you will be required to:

- Complete and return selected information for British Council to undertake due diligence, financial checks, and prepare contractual paperwork. Any grant award is conditional on these checks and on paperwork being returned by the communicated deadline.
- Attend any mandatory training we offer, for example in safeguarding and monitoring and evaluation
- Complete an evaluation report on your project within an agreed timeframe
- acknowledge British Council support with agreed credit (e.g. on social media).

如收到申请成功的通知，请：

- 填写并回复选定信息，以便英国文化教育协会展开尽职调查、财务审查并准备合同文件。申请者须接受上述相关审查，并在通知的截止日期前回复文件，否则将无法获得资助金。
- 参加规定培训，例如安全保障、监测和评估培训等。
- 在约定时间内完成项目评估报告
- 在约定平台对英国文化教育协会的支持表示感谢（如通过社交媒体）。

If you are successful in your application, please note:

- We are unable to negotiate on our standard contract terms
- You will also be invited to join optional drop-in sessions to build connections, share practice and updates.

如申请成功，请注意：

- 我们拟定的标准合同条款不再进行协商。
- 您将受邀参加相关的免预约会议（可自行选择），以建立联系、分享实践经验和获取最新信息。

Please complete OPTIONAL EDI Monitoring Form

请填写可选的电子数据交换（EDI）监测表