

# Financial Guidelines for DeIPHE Applications

## 1. What can and can't be funded on DeIPHE projects

CAN FUND	MAY BE CONSIDERED	CAN'T FUND
<ul style="list-style-type: none"> <li>▪ International economy return air travel, accommodation and local subsistence costs.</li> <li>▪ Travel to &amp; from the airport (UK &amp; overseas).</li> <li>▪ Local in-country travel costs.</li> <li>▪ Visas &amp; vaccinations for visitors (if essential for travel).</li> <li>▪ Meetings, training events, seminars, conferences integral to partnership (including room hire, accommodation, travel &amp; subsistence for participants where appropriate).</li> <li>▪ Stakeholder dissemination workshops (including room hire, accommodation, travel &amp; subsistence for participants where appropriate)</li> <li>▪ Publications and associated printing costs, web pages development by in-house/external providers (bilateral focus countries only).</li> <li>▪ Appropriate fieldwork costs &amp; in addition costs for research /data collection staff in country</li> <li>▪ Essential project equipment (excluding books) up to a limit of £2,500 per project.</li> <li>▪ Consumables up to £3,000 per project.</li> <li>▪ Medical Insurance (only where not covered by blanket insurance).</li> <li>▪ Bank charges for transfer of funds to other partners by lead partner institution &amp; any charges applied by main funding transfer from Crown Agents</li> </ul>	<p data-bbox="900 357 1384 491"><b>For these types of activity to be funded applicants need to clearly illustrate the value of these proposed activities and how they are essential to the overall success of the project.</b></p> <ul style="list-style-type: none"> <li>▪ Essential purchase of books for use by HE institutions - maximum of £1,000 per project (bilateral focus countries only).</li> <li>▪ Staff time for new /temporary staff specifically brought in to work on the partnership (bilateral focus countries only). A maximum of 10% of the total budget. NB: These costs will only be approved for lower-income countries.</li> <li>▪ Secretarial /administrative staff costs in HE institutions up to £1,000 per year (bilateral focus countries only).</li> <li>▪ One – off fees for external experts delivering lectures, facilitating training, workshops or seminars a maximum of 15% of total project budget. (NB: These costs can only be 'one –off 'and not on an ongoing basis throughout the lifetime of the project.)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Staff time /replacement costs for permanent members of staff in any partner HE institutions.</li> <li>▪ Consultancy fees.</li> <li>▪ PhD studies, under or postgraduate course fees.</li> <li>▪ Bench fees</li> <li>▪ Purchase or rental of equipment such as desks, chairs, filing cabinets, photocopiers, facsimile &amp; answering machines.</li> <li>▪ Mobile phone rental or purchase</li> <li>▪ Entertainment costs.</li> </ul>

## 2. Maximum funding levels available for different types of DeIPHE partnerships

Type of partnership	Maximum amount available per year
<ul style="list-style-type: none"> <li>Bilateral (One-to-one /Institution to institution)</li> </ul>	£15,000 to £20,000 (The amount allocated will vary depending on previous funding received and the priority of countries involved in the partnership.)
<ul style="list-style-type: none"> <li>Multi-institutional</li> </ul>	£25,000
<ul style="list-style-type: none"> <li>Multi-lateral (3 countries)</li> <li>Multi-lateral (4 countries)</li> <li>Multi-lateral (4+ countries)</li> </ul>	£30,000 £40,000 £50,000

- Please note that the amounts listed are the total funds available and not necessarily what will be allocated. DeIPHE's Selection Committee makes the final decision on individual project funding levels.
- Applications requesting funding which exceed the maximum amount as listed above will not be considered.
- Applicants are asked to note that very few DeIPHE projects will be awarded the maximum level of funding. Only projects with a proven track record of partnership, in high priority areas and with a regional focus will be considered for the maximum funding of £50,000 per year.

## 3. Recommended accommodation & subsistence rates for DeIPHE focus countries

DeIPHE projects will be responsible for making all their own travel and activity plans. For any DeIPHE visits we would usually expect to cover the following costs:

- Return economy airfares
- Travel to & from airports & in-country travel
- Visa & vaccinations (where appropriate)
- Accommodation (3 star) & subsistence costs

The following table details the British Council recommended rates for accommodation and subsistence in each of the bilateral focus countries only as a guideline for project planning.

Country	City	Daily Accommodation Rate	Daily Subsistence	Country	City	Daily Accommodation Rate	Daily Subsistence	
<b>AFRICA</b>				<b>ASIA</b>				
<b>DRC</b>	Contact BC South Africa for suggested rates			<b>Afghanistan</b>		USD 100- 135	USD 55	
<b>Ethiopia</b>		USD125 – 150	GBP 33	<b>Bangladesh</b>	Dhaka	Taka 2000 - 4500	Taka 1350	
<b>Ghana</b>	Accra	USD 70 -120	USD 40		Chittagong			
	Cape Coast/Elmina	USD 60	USD 40		Sylhet			
	Kumasi	USD 60 75	USD 40		Elsewhere	Taka 2000 - 4500	Taka 1050	
	Tamale	USD 40- 50	USD 40	<b>Cambodia</b>	Contact BC Thailand for suggested rates			
<b>Kenya</b>	Kisumu	USD 65	Kenyan Shillings 3150	<b>India</b>	New Delhi	INR 2400 - 8500	INR 2450	
	Mombasa	USD 65	Kenyan Shillings 2825		Mumbai			
	Nairobi	USD 80 – 120	Kenyan Shillings 3750		Chennai			
	Elsewhere	USD 65	Kenyan Shillings 2100		Kolkatta			
<b>Malawi</b>		USD 105	Malawian Kwacha 5000		Banglore			
	Elsewhere				Elsewhere			INR 2400 - 8500
<b>Mozambique</b>	Beira	USD 50	USD 30	<b>Nepal</b>		USD 50 -60	GBP 25	
	Maputo	USD 100 – 120	USD 30	<b>Pakistan</b>	Islamabad	Rs.6000 - 12000	Rs.2000	
	Nampula	USD 60	USD 30			Karachi	Rs.7000 - 12000	Rs.2000
<b>Nigeria</b>		USD 100 – 300	Naira 5500			Lahore	Rs.6000 - 12000	Rs.2000
						Peshawar	Rs.4000 - 8000	Rs.2000
<b>Rwanda</b>	Contact BC Uganda for suggested rates			<b>Vietnam</b>	Hanoi	USD 75	USD 40	
<b>Sierra Leone</b>		USD 135 – 180	Leones 65,000		Ho Chi Minh City	USD 75 - 85	USD 40	
<b>Sudan</b>		USD 125 – 175	USD 50		Elsewhere	USD 55	USD 35	
<b>Tanzania</b>		USD 100 – 150	Tanzanian Shillings 40,000	<b>Yemen</b>	Sana'a	USD 125	Contact BC Yemen for suggested rates	
<b>Uganda</b>		USD 155	Uganda Shillings 45 - 55,000	NB: Unless otherwise indicated these suggested rates are appropriate throughout a country.				
<b>Zambia</b>		USD 120 – 140	Zambian Kwacha 290,000					
<b>Zimbabwe</b>	Contact BC Zimbabwe for suggested rates							
<b>United Kingdom</b>			<b>Daily Accommodation Rates</b>		<b>Daily Subsistence Rates</b>			
	London	GBP 90 - 120		GBP 40 - 50				
	Edinburgh	GBP 80 - 90		GBP 40 - 50				
	Manchester	GBP 70 - 80		GBP 40 - 50				
	Elsewhere	GBP 60 - 80		GBP 40 - 50				