

**Alumni UK**

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# FAQ

## **Alumni UK-Indonesia Social Action Grant 2024**

December 2023

**1. Will it be okay if the period of execution is before March 2024?**

The period of execution must be within the agreed timeframe stated on the grant agreement.

**2. Are there any specific areas of activities or measurement of impacts that you prefer from this social action grant?**

The Grant must cover activities which deliver the following objectives:

- a. Addressing relevant global development challenges faced by communities in Indonesia
- b. Addressing gender and other equality related barriers in education and employment in Indonesia

**3. Can we use the funding for laboratory analysis?**

This grant is not a research grant, it should be social action grant.

**4. Could we please have a template of detailed activity plan (Gantt Chart) from British Council?**

You can download Gantt chart template free from online source.

**5. Does the applicant have to be an individual?**

The project lead must be a UK Alumni. We can have a grant agreement with an organisation only if the founder is a UK Alumni and she/he lead the project.

**6. Can we use startup name for publication, if we were to be awarded?**

We need to ensure that the message is that the project is led by a UK Alumni.

**7. Is it possible to have more than 3 people to work in for the project?**

To ensure positive group dynamics, we limit the number of group member to a maximum of 3 people.

**8. Are we allowed to collaborate with other people that are not a UK alumni?**

Yes you can collaborate with other people that are not a UK alumni, as long as the project is led by a UK alumni.

**9. Can we do joint research with non-alumni UK or non-Indo UK Alumni?**

Yes you can.

**10. Is there an eligibility criteria for the team members (such as but not limited to the education or background requirements for the team members)?**

The only eligibility criteria for team member: must not be affiliated with any political party.

**11. Can I bring my UK-alumni friends from other countries to be my team?**

Yes, but the lead must be a UK alumni from Indonesia and the project location/beneficiaries must be in Indonesia. Please note that we cannot provide any visa supporting letter.

**12. We are thinking to have a training project for the grant. Is it okay if the trainer is also one of the organising committee?**

Yes.

**13. Is there an agreement template between Lead Applicant and Team member(s) acknowledge that the Lead Applicant who will sign the grant agreement and receive the funds?**

The British Council do not provide the template.

**14. I noticed that British Council Grant Agreement asked for royalty-free, non-exclusive access to use the materials created during the program. Can I clarify that the main intellectual property will still stay with us, not the British Council?**

Yes, the main intellectual property will stay with you.

**15. Will the grant be delivered with a refund/reimbursement system?**

The payment will be transferred in two tranches. The first payment will be up to 90% of the grant after the contract signing. The amount of the final tranche will be based on actual costs.

**16. Can we budget personnel costs for the delivery of the program? For example, we are proposing a training workshop – can we budget a facilitator fee per workshop?**

In that case, the facilitator fee will be categorised as expertise cost.

**17. Is it allowed to pay salary for the team member or any field worker? How's the mechanism of the tax?**

You can pay the field worker fee. The tax will be taking care by the grantee not the British Council.

**18.Regarding the financial reporting of the project, would it be output based (meaning there will flexibility for the grantee to change how we spend the grant money as long as the output promised is achieved) or would it be activity based (money allotted is restricted to the different items proposed in the budget)?**

The financial reporting template will correspond to the grant budget proposal template. We will compare the actual cost with the proposal. You need to send us all supporting documents for each expenditures. You may reallocate the budget from one budget line to other line but it still need follow the limit as stated on the guidance. You need to inform the British Council in advance.

**19.Do we need to put all the details of everyone involved in the project, not only the team members in the resource allocation section?**

Yes.

**20.Reporting requirement, especially for the for the actual cost or spent cost. What would you require from the grantee at the end of the project? Is it just kind of like justification or is it with the receipt or anything?**

You need to send us narrative and financial report including all supporting documents for each expenditures.

**21.Is it possible to use the grant to fund existing program?**

You need to clearly explain on the proposal, how the activities that you proposed to be funded by British Council fitting into that context. The cost charged to the British Council must be within the timeframe agreed on the grant agreement (after the contract signing).

**22.How many program or activity, is there any minimum number?**

There is no minimum number. The focus more on whether the activities that you propose meeting the objective that we ask and the grant can give the maximum impact to the society.

**23.Is there any kind of product expected from the project?**

You need to outline the output on the proposal. The activities need to You are required to send the interim and final report, both narrative and financial.