



CONNECTED IITA Training Course Application Guidance

Summary

CONNECTED aims to build a sustainable network of international scientists and researchers to address the challenges of vector-borne plant viruses in Africa. CONNECTED creates opportunities for individuals to engage with each other, build capacity and create research consortia to respond to funding opportunities in the research area of African vector-borne plant viruses.

A key objective of CONNECTED is to enable Network Members, particularly Early Career Researchers, to enhance their knowledge and skills for career progression. This will enable capacity building within the field of plant vector-borne diseases in Africa. To contribute to this, a training course entitled 'The application of molecular diagnostics for plant virus surveillance' is being held at IITA, Ibadan, Nigeria - full details and course content are on our website.

Applications are open to all Network Members who are Early Career Researchers. Preference will be given to those who are based in DAC-list countries. For a list of eligible DAC countries, please visit the following link: [http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC List ODA Recipients2018to2020 flows En.pdf](http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC_List_ODA_Recipients2018to2020_flows_En.pdf)

Places are limited and will be awarded following a competitive review process. We aim to award places in a gender-balanced manner.

All awardees will be required to complete a short evaluation SurveyMonkey questionnaire before and after the course to enable the CONNECTED Network Team to assess and monitor change resulting from the training.

Applicant eligibility for funding

Applicants must:

- Be CONNECTED Network members.
- Be Early Career Researchers (ECRs). ECRs are defined as those who have received their highest degree (BSc, MS or PhD) within the past 7 years (allowances will be made for career breaks due to care responsibilities or change in career, etc).





- Have a current contract of research employment which extends at least until the finish date of the proposed training.
- Be supported by your organisation: please provide a letter of support from your research group leader alongside your application. See “Application process” for further information.

The funding body that the CONNECTED Network receives funding from stipulates that **full-time students are not eligible to apply**. Part-time students are eligible if they also have an employment research contract with their organisation which extends at least until the end of the course. This should be confirmed in the letter of support from your group leader.

Activities supported:

This award will support attendance at the IITA for the CONNECTED course ‘The application of molecular diagnostics for plant virus surveillance’.

Immunisation, visa, return travel, and insurance costs are eligible. CONNECTED will cover the costs of all tuition, accommodation and subsistence. Some meals will be arranged by the CONNECTED Network Team. Details will be provided in due course. All travel and subsistence costs claimed must be in accordance with the [CONNECTED T&S Conditions](#).

Activities not supported:

The funds distributed as part of this award should be used exclusively for costs relating to attendance at this course. Any additional costs claimed will not be paid.

Application process

Network Members will be made aware of deadlines and key dates via the CONNECTED website (<https://www.connectedvirus.net/>), in monthly newsletters, and news items. Guidance documentation and the application form are available on the CONNECTED website. You must be a Network Member to be eligible to apply for this training opportunity.

Your application should include:

- A completed application form.
- Your CV: this should include information on your current employment, education, publications, conferences, training courses undertaken and any previous awards.
- A letter of support from your research group leader. This letter should include the following:
 1. Confirmation of your contract of research employment at your institution
 2. Confirmation that you are recommended to attend this course.





Completed application forms, CVs, and letters of support must all be submitted to the Network Team email account (connectedvirusnetwork@gmail.com) by midnight on the closing date, Sunday 18 August 2019. You will receive acknowledgement of your application.

Review process

Each application received will be checked by the Network Team to ensure it meets the application criteria and contains the required information. If there are any problems, further information will be requested from the applicant. All complete applications will be reviewed by the CONNECTED Network Executive (selected Management Board members may also take part should any member of the Network Executive have a conflict of interest with any applicants).

Applications will be reviewed against the following criteria:

- Applicant eligibility and appropriate supporting documentation
- Current research activity within the CONNECTED remit of vector-borne plant disease
- Career development potential: scale of impact the training programme will have on the applicant
- Opportunity to utilise the learning: the extent to which the applicant will be able to put their learning into action in their own research
- Sharing the new knowledge and skills gained to build research capacity

Notification

All applicants will be notified by email of the outcome of their application; please see the CONNECTED website for anticipated dates when results will be communicated to applicants.

Successful applicants

Successful applicants will be asked to provide additional information to enable the CONNECTED team to draw up individual award letters which can be used in visa applications required to attend the course.

Timescales for visas and travel

Awardees must ensure that sufficient time is allowed for visa, travel and immunisation arrangements to be completed. Awardees are responsible for ensuring that the appropriate visa(s) and immunisations are in place to enable travel. If successful applicants are unable to secure visas or other requirements necessary to enable them to attend the course, they will lose their place and CONNECTED will not be responsible for any further costs. CONNECTED will cover visa application costs for applicants, even if the visa application is unsuccessful, in line with CONNECTED T&S conditions.





Evaluation

At the outset and upon completion of the training course, awardees will be required to complete a short evaluation questionnaire. Awardees will also be requested to complete an additional follow up questionnaire 6 – 12 months later to assess the impact of the training. The CONNECTED Network Team may also request that the awardee's research group leader complete a related questionnaire.

Payment of Awards

Travel, visa and immunisations: the awardee will be responsible for booking their flights and travel needs plus any visa and immunisation needs. Awardees should claim these costs back from the CONNECTED Network Team by completing an expense form (to be provided by the Network Team) and submitting itemised receipts.

Accommodation and meals: Accommodation will be arranged and paid for by CONNECTED, along with several meals throughout the programme. Participants will be able to claim additional local travel and subsistence costs from CONNECTED in arrears.

All travel and subsistence costs claimed must be in accordance with the [CONNECTED T&S Conditions](#).

Publicity and Data Protection

Copies of applications will be made available to the CONNECTED Management Board, Network Executive Group, and BBSRC, who will use the information provided for reviewing proposals, making awards, and post-award administration. CONNECTED may choose to publish details of awards, awardees, and information of training provided.

All funding comes from the BBSRC, so to meet the UK Research Councils' obligations for public accountability and the dissemination of information, non-confidential details of awards may also be made available on the Research Councils' websites and other publicly available databases, and in reports, documents and mailing lists. The BBSRC will use this information for research related activities, including but not limited to, statistical analysis in relation to the evaluation of BBSRC funding, study of trends and policy and strategy studies.

