**Application Components**

**1. OVERVIEW**

 **1.1** Instructions

**1.2. Eligibility checklist for scholarship projects**

Please check (√) the appropriate boxes indicating that the project meets the BCDI 2030 eligibility criteria. Scholarship project proposals that do not comply with the criteria will not be forwarded to the Selection Committee.

|  |  |
| --- | --- |
| **□** \*  | A single project proposal is submitted by the lead Higher Education Institution (HEI).  |
| **□** \*  | The project is designed jointly with at least one partner HEI in one of the 26 countries eligible for BCDI 2030.  |
| **□** \*  | The lead HEI is a member of [CICan](https://www.collegesinstitutes.ca/colleges-and-institutes-in-your-community/our-members/) or [UnivCan](https://univcan.ca/universities/member-universities/) **and** is registered on the list of [designated HEIs.](https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/prepare/designated-learning-institutions-list.html)   |
| **□** \*  | The project targets at least one of the six key thematic areas of BCDI 2030. |
| **□** \*  | The project meets the national development priorities of the partner country and of the partner HEI's line ministry. |
| **□** \*  | The project adopts a gender-sensitive approach that encourages the majority participation of women and is based on human rights. |
| **□** \*  | The project promotes the employability of scholarship recipients and the maintenance of meaningful links with their home country. |
| **□** \*  | The project does not involve any training activities that perpetuate environmentally damaging practices or exacerbate climate change.  |
| □  | Options 1 and 2 : * The program of study completed in Canada leads to an attestation, certification or diploma recognized in the country of the partner HEI.
 |
| □  | Option 3: * Research or mobility stays in Canada are an integral part of the training program at the scholars' home HEI, and lead to the obtaining credits.
 |
| **□** \*  | The authorized signatory of the Canadian HEI has duly approved the project.  |
| **□** \* | The Canadian HEIs and partners of the winning proposals agree to sign a Collaboration Agreement reflecting the shared roles and responsibilities of each in the project, which agreement is conditional upon the signing of the Contribution Agreement between the Canadian lead HEI and CICan or UnivCan.  |

**2. COORDINATE**S

 **2.1. Name of the Canadian institution of higher education (HEI) in charge of the project\*.**

**2.2. Contacts :**

 **3. PROPOSED PARTNERSHIP**

**3.1. Partner**

Please indicate below the partner HEI(s) from one of the BCDI 2030 eligible countries and, if applicable, the Canadian partner HEI(s).

**3.2 Partnership history \***

Please describe the existing partnership between the lead HEI and the partner HEI(s) from the 26 member countries, specifying the history, ongoing collaborations, and the positive outcomes of implementing the scholarship project for the partners.

If the project involves a new partnership, please also explain the origins of this collaboration, the steps taken to establish the partnership, and how it will enrich and support the objectives of the scholarship project. (300-word limit)

**3.3 Type of request**

This call for proposals encourages the creation of consortia between Canadian institutions. Such consortia will be favorably considered during the evaluation process, as regard to the selection grid. In addition, consortia combining Canadian universities and colleges will benefit from an additional bonus.

To determine the nature of the partnership or consortium for your scholarship project, please refer to the definitions below and check the options corresponding to the structure of your project.

It is important to note that, for the purposes of BCDI 2030, a **partnership** is defined as a relationship between one or more Canadian HEIs and one or more HEIs from the 26 eligible countries. There are two types of partnership:

1. **Bilateral partnership**: Collaboration involving a Canadian lead HEI and one or more partner institutions from the 26 eligible countries. Each partner HEI has a direct relationship only with the Canadian HEI.
2. **Multilateral partnership:** Collaboration between a Canadian lead HEI and several partner institutions from the 26 eligible countries. In addition to the relationship with the Canadian HEI, the partner HEIs also establish relationships with each other.

A **consortium,** on the other hand,refers to a partnership between Canadian HEIs. This type of partnership involves a **coordinated and balanced** collaboration between several Canadian institutions, often with common objectives and activities that transcend institutional boundaries.

**Does your project include : \***

* Partnership(s)
* Consortium

**3.3.1 Nature of the Partnership \*:**

Indicate if your partnership is :

* A bilateral partnership
* A multilateral partnership

**3.3.2 Nature of the Consortium :**

Indicate if your consortium is made up of :

* Two or more Canadian universities
* Two or more Canadian colleges
* At least one Canadian university AND one Canadian college

**3.3.3 How the consortium works**

Explain how your consortium is a **coordinated and balanced** collaboration? Describe the interactions and coordination between the Canadian members of the consortium to achieve the objectives of the BCDI 2030 Scholarship Project. How are responsibilities and tasks distributed and managed among the institutions? (limit 300 words)

**3.4 Supporting documentation** \*

We invite you to submit only the key documents attesting to the reality of your partnership and/or consortium, favoring a single document per partner. For example, a letter of intent signed by both parties or a mobility agreement may suffice. Please attach only the most representative document of your cooperation.

For consortia involving a Canadian lead HEI and a Canadian partner HEI, the commitment letter remains indispensable.

We ask you to clearly name each document by providing a title that accurately reflects its content, to facilitate the evaluation of your file.

**4. SCHOLARSHIP PROJECT INFORMATION**

 **4.1. Scholarship project title \***

**4.2 Summary of** the **scholarship\* project**

Please present the scholarship project in general terms, specifying its nature, objectives, and implementation, describing how it responds to the evolving labor market needs of the partner country or countries and how it is innovative. (Limit 300 words).

**4.3 Previously funded HEI(s)**

Has your facility received funding under the first BCDI 2030 call for proposals?

* Yes
* No

Please describe how this new project proposal differs from the previous one in terms of innovation and differentiation. How does this project add distinctive value or innovation? Please specify any changes or improvements made, whether in terms of the field of study, the partners involved, or the target country(ies). (300-word limit)

**4.4. Key thematic areas \***

Please indicate in which key thematic area(s) the scholarship project falls.

* Science, technology, engineering and mathematics (STEM)
* Climate action
* Artificial intelligence
* Health Sciences
* Green and blue economy
* Governance and administration

**4.5. Partner country priorities \***

How does the proposed scholarship project contribute to the national development priorities of the country(ies) of the partner HEI(s), to the evolving needs of their labor market(s), to the orientations of their supervisory ministry(ies) and to the institutional priorities of the partner HEI(s)? (200 word limit)

**4.6. Detailed description by option \***

Please indicate the option(s) targeted by the scholarship project:

* Option 1
* Option 2
* Option 3

 **Option 1: Custom-made study stay**

|  |  |
| --- | --- |
|  **Name of study program**  |   |
| **Program code**, **if available** |   |
| **Level of study (Drop-down menu - College / University**)  |   |
| **Expected diploma/certificate/attestation** |   |
| **Key thematic area(s) of BCDI 2030** |  |

To what extent will the diploma/certification/attestation be recognized and/or certified by the authorities of the partner country? (Limit 100 words)

**Option 2: Full study program at a Canadian HEI**

|  |  |
| --- | --- |
| **Name of study program in Canada** |   |
| **Program code** |   |
| **Level of study (Drop-down menu - College / University**)  |   |
| **Expected diploma/certificate/attestation** |   |
| **Key thematic area(s) of BCDI 2030**  |  |

To what extent will the diploma/certification/attestation be recognized and/or certified by the authorities of the partner country? (Limit 100 words)

 **Option 3: Research or mobility stay**

|  |  |
| --- | --- |
|  **Name of scholars' program of study at home institution**  |   |
| **Level of education (Drop-down menu - College / University)**  |   |
| **Key thematic area(s) of BCDI 2030** |  |

 I confirm that the research or mobility stay in Canada will be recognized by the home university, in whole or in part, as part of the scholarship recipient's program of study.

 If the project proposes more than one option, please justify this choice. Does the combination of options offer any benefits or positive spin-offs for the program, the partner HEIs and/or the scholars? If so, please explain (150-word limit).

**4.6. Scholars' participation**

Please indicate the total expected number of scholars, broken down by gender, for each of the scholarship project options, counting each scholar only once, regardless of the length of stay.

|  |  | **Number of scholarship recipient** | **Number of women** | **% women** | **Number of men** | **% men** |
| --- | --- | --- | --- | --- | --- | --- |
| Country 1 | Option 1 |  |  |  |  |  |
| Option 2 |  |  |  |  |  |
| Option 3 |  |  |  |  |  |
| Total Country 1 |  |  |  |  |  |
| Country 2 | Option 1 |  |  |  |  |  |
| Option 2 |  |  |  |  |  |
| Option 3 |  |  |  |  |  |
| Total Country 2 |  |  |  |  |  |
| Country 3 | Option 1 |  |  |  |  |  |
| Option 2 |  |  |  |  |  |
| Option 3 |  |  |  |  |  |
| Total Country 3 |  |  |  |  |  |
| Country ... | Option 1 |  |  |  |  |  |
| Option 2 |  |  |  |  |  |
| Option 3 |  |  |  |  |  |
| Total Countries ... |  |  |  |  |  |
|  | TOTAL |  |  |  |  |  |

**4.7. Employability support measures \***

Please describe the measures put in place by the project to promote the employability of scholars, including actions and activities planned to create links with employers and mentors. Please also indicate the employability skills developed by the scholars. (200-word limit)

**4.8. Support and supervision \*.**

Detail the pre-departure training offered to scholarship recipients prior to their study stay in Canada and the welcome activities upon their arrival (200-word limit).

Specify the support provided to scholarship recipients in developing, updating and implementing a personalized return plan aimed at their integration and/or professional advancement in their home country (200-word limit).

Explain your strategy for accompanying and supporting scholarship recipients during their study stays (200-word limit).

**5. GENDER EQUALITY AND HUMAN RIGHTS**

What are the main challenges female students face in your partner HEI's country in terms of access to training, retention, employment, or entrepreneurship? How does the scholarship project contribute to addressing those challenges? (max. 200 words) **\***

How does your scholarship project promote gender equality (women's leadership and agency, skills development, women's employability and/or entrepreneurship, professional integration of women into the job market, etc.)? (200 word limit) **\***

Considering that marginalized groups vary from one region or country to another, please describe the measures that will be put in place to ensure equal opportunities for people from these groups, with a view to fostering the success of their study stay (200-word limit) **\***.

**6. ENVIRONMENTAL STRATEGY**

Please specify how the scholarship project integrates training and/or learning activities that promote the development of skills in environmental, sustainable development and climate change issues (200-word limit) **\*.**

Please specify how the scholarship project involves approaches, measures and practices that promote sustainable development and avoid perpetuating practices that are harmful to the environment or exacerbate climate change (200-word limit) **\*.**

**7. COMMUNICATIONS AND NETWORKING**

**7.1 Communication strategies**

What communications strategy do you plan to implement to promote the BCDI 2030 scholarship project and its activities? (200-word limit) **\***

**7.2 : Networking activities** :

What networking activities, if any, does your institution plan to undertake as part of the BCDI 2030 Scholarship Project? (250 word limit) **\***

**8. PROJECT MANAGEMENT AND METHODOLOGY**

 **8.1. Roles and responsibilities of partners**

Please specify the roles and responsibilities of the partners involved in implementing the project. (Limit 200 words) **\***

**8.2. Recruitment and selection of** candidates

Please clarify the nature of your recruitment strategy in relation to the specifics of your scholarship project (limit 200 words) **\*.**

Will your recruitment process be open to the public, i.e. to individuals who are not members of your partner HEI? **\***

* Yes
* No

If recruitment is closed, i.e. limited exclusively to members of your HEI (students, teaching staff, management or administrative staff), please give details of the internal selection criteria and process. How do you identify and select eligible candidates within your institution? Please also specify the main selection criteria (curriculum requirements, academic record, language skills, etc.) (300-word limit).

In the case of open recruitment, i.e. accessible to candidates from outside the partner HEI, describe your approach to promoting and publicizing the scholarship project. Specify the communication channels envisaged, the strategies specifically targeting women and people from marginalized groups, and the support mechanisms planned to facilitate their application. How do you identify and select eligible candidates? Please also specify the main selection criteria (curriculum requirements, academic record, language skills, etc.) (300-word limit).

**8.3. Composition and operation of the selection committee**

Please describe how the Scholarship Selection Committee will be constituted, ensuring equitable representation of female members. Please explain the measures taken to ensure a fair evaluation of female candidates and those from marginalized groups. (200-word limit) **\***

Specify who will be responsible for selecting the scholars (Canadian HEI or partner HEI)? (Limit 50 words)**\***

**8.4. Risk assessment**

Please rate the likelihood of each risk listed below on a scale of 1 (low) to 5 (high) and explain your strategies for mitigating them. If necessary, identify other risks specific to your scholarship project and their mitigation measures.

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Risk** | **Probability on a scale of** **1 (low risk) to 5 (high risk)** | **Mitigation measures** |
| 1 | Scholars not returning to their home country. | **\*** | **\*** |
| 2 | Female scholar representation less than 51%. | **\*** | **\*** |
| 3 | Scholars facing cultural or linguistic adaptation difficulties. | **\*** | **\*** |
| 4 | Receipt of an insufficient number of applications | **\*** | **\*** |
| 5 | Scholarship recipients' academic performance is below expectations.  | **\*** | **\*** |
| 6 | Partners displaying a lack of cooperation or effective communication.  | **\*** | **\*** |
| 7 |  |  |  |
| 8 |  |  |  |

**9. BUDGET**

**9.1 Forecast**

**9.2 Budget Narrative**

**9.3 Summary of Requested Budget**

**10. AUTHORIZATION, CONFIDENTIALITY AND CONSENT \***

**10.1. Authorization of Canadian partners**

a. Indicate below the name of your authorized signatory.

* I confirm that I have been authorized to submit this project proposal by the above authorized signatory of [name of institution]. This person has read and officially approved this proposal.
* I have read and agree to the above consent statement. I have also read the program guidelines and understand the eligibility criteria. I hereby certify that all the information provided in this application form and in the attached documents is true and accurate. I understand that my educational institution's application for funding and the disbursement of funds to it may be cancelled without notice if any of the information contained in this form is false.