

## UK/Viet Nam Season 2023

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# UK/Viet Nam Collaboration Grants Round 2 FAQs

### Version updated on 01.02.2023

Please refer to the [UK/Viet Nam Season 2023 Collaboration Grants Round 2](#) information page if you have questions regarding the aim and themes of the programme, the process of applying for grant funding, eligibility, project types, grant sizes, timeline, or how the assessment and selection will be done. These questions will not be addressed here.

The UK/Viet Nam Season 2023 Collaboration Grants present an equal opportunity to all. We are unable to respond to questions that are specific for the development of any individual application.

If you have sent your enquiries to [Season2023@britishcouncil.org.vn](mailto:Season2023@britishcouncil.org.vn) and you do not think that your enquiries have been adequately addressed, please contact us again. We are open for enquiries until 19 January 2023.

This FAQs file will be updated on a regular basis so please check the version date for reference. Newer questions are added on top. We advise you to check the [FAQs page](#) regularly for more up to date versions.

**Q.** I wonder whether the British Council could provide us with UK cost norms for reference (if the document is open for access)

**A.** For any costs that may incur in the UK as part of your project proposal, we advise you to use estimation based on actual costs and any relevant guidance by the UK Government, such as this [Travel and Subsistence costs guidance](#) as a reference.

**Q.** Could you please kindly let me know if contingency should/can (or cannot) be included in the budget?

**A.** It is up to the applicant to decide whether to include contingency in the budget plan, noting that expenses that are not considered as eligible costs of the project may not be reimbursed.

**Q.** Can you give me some advice on what tax (aside from VAT) I should be including in our budget?

**A.** Tax requirements differ depending on the status of the organisation, the types of expenses. There are also different tax requirements for income/expense incurring in the UK or in Viet Nam. It is recommended that you investigate and understand the requirements that apply to your organisation and the income/expense that you are planning for your project.

**Q.** I am registered to make an application. I am filling in the application. However when I download the budget file it opens to view but I cannot enter it. I am using an iPad Pro. Please can you advise me how to 'download' it onto an iPad? Or advise me whom I can talk to at the British Council about this on the phone. I am in the UK.

**A.** You can open and edit the budget file if you have Microsoft Excel on your device. There are online instructions and tutorials for downloading and using Microsoft Excel on Ipad. [Here](#) is an example.

**Q.** In the eligible costs it does state that we can include the cost of Directly Allocated staff within our budget costs, but it does not mention whether we can include indirect costs. Please could I check whether we can include indirects costs for DA staff?

**A.** We advise you to include all costs that are directly connected with the delivery of your project. Depending on what is meant by 'indirect cost' for Directly Allocated staff, it could be included. For an example, any cost that is part of the salary of a Directly Allocated staff should be included, as long as it is calculated pro-rata in line with the time that the staff is allocated to deliver the project.

**Q.** Please could I check if awarded whether all the confirmed funding would be transferred to the lead organisation and then the lead would be responsible for transferring the funds to the Vietnamese organisation or would the Funder pay each organisation separately?

**A.** If selected for grant award, the contract will be signed with the lead partner. This means the grant will be transferred to the lead partner, who will then be responsible for transferring the fund to their partner and/or service and good suppliers.

**Q.** My organisation is interested in applying for the UK/Vietnam Season Round 2. We are a Vietnamese organisation, and as I am sure is true for most Vietnamese applicants, we are celebrating Lunar New Year, and many of our office staff have sporadic schedules for the new year. Our office will be closed for the next two weeks starting this week.

As the deadline falls the week the office returns for the new year, can we request an application extension?

**A.** The UK/Viet Nam Season 2023 Collaboration Grants Round 2 calls for submissions between 14 Dec 2022 and 5 Feb 2023, taking in consideration the Christmas and New Year break in the UK and the Lunar New Year break in Viet Nam. We unfortunately do not have plan to extend the submission deadline.

**Q.** From the call of UK/Viet Nam Season 2023 Collaboration Grants Round 2, I contacted collaborative researchers from the UK and we intended to propose a project to develop spectroscopic techniques to analyse cultural heritage materials. I wonder if this topic fits with the theme of the call for UK/Viet Nam Season 2023 Collaboration Grants Round 2.

**A.** The UK/Viet Nam Season 2023 Collaboration Grants present an equal opportunity to all. We are unable to respond to questions that are specific for the development of any individual application.

We are not able to comment on whether the topic of any application fits with the themes of the UK/Viet Nam Season 2023 Collaboration Grants. Your application, where you can articulate how your project proposal fits with the themes of Season, will be assessed by the selection panel following the criteria published with the call.

**Q.** I was unsuccessful regarding Round 1. Could I apply for Round 2?

**A.** If you satisfy the eligibility criteria of the grants as published on the [UK/Viet Nam Season 2023 Collaboration Grants Round 2](#) information page, you are welcome to re-apply.

**Q.** The partner organisation I am hoping to partner with are the Viet Nam/Australian University as they have some great contacts with artists, would the University constitute as a 'local organisation' regarding your eligibility?

**A.** Under 'Who can apply' section of the [UK/Viet Nam Season 2023 Collaboration Grants Round 2](#) information page, it is specified:

Project proposals should be collaboratively developed and delivered by at least one UK-based organisation and at least one organisation based in Viet Nam.

All the grants are open to arts and cultural organisations, as well as higher education and research organisations with arts and cultural focus.

An 'organisation' is defined as a legally registered entity with a registered bank account, and can include collectives, consortia, and community, charity, private and public organisations.

Proposals by unregistered entities such as artist collectives or non-formal professional networks might be considered if accompanied with evidence of a strong track record in developing and delivering projects and programmes of similar scale and nature.

If you are an organisation based in the UK and your partner is an organisation based in Viet Nam, you are welcome to apply.

**Q.** I am interested in applying for the UK/Viet Nam Season 2023 Collaboration Grant. Is the project only available for partners in Vietnam or are partners in Cambodia also eligible to apply?

**A.** Under 'Who can apply' section of the [UK/Viet Nam Season 2023 Collaboration Grants Round 2](#) information page, it is specified:

Project proposals should be collaboratively developed and delivered by at least one UK-based organisation and at least one organisation based in Viet Nam.

All the grants are open to arts and cultural organisations, as well as higher education and research organisations with arts and cultural focus.

An 'organisation' is defined as a legally registered entity with a registered bank account, and can include collectives, consortia, and community, charity, private and public organisations.

Proposals by unregistered entities such as artist collectives or non-formal professional networks might be considered if accompanied with evidence of a strong track record in developing and delivering projects and programmes of similar scale and nature.

Organisations in Cambodia are not eligible to apply, either as lead applicant, or as partner.

**Q.** Can I ask please, does Round 2 have to build on Round 1 or can it be a separate idea?

**A.** Project proposal for Round 2 does not have to build on Round 1. The Round 2 application form asks if you have been awarded with grant funding from the UK/Viet Nam Season 2023 Collaboration Grants Round 1 to describe the linkages between the Round 2 proposal and the Round 1 project.

**Q.** I wanted to get in touch regarding the British Council's Viet Nam Season. I am a UK audio-visual artist focusing on environmental arts projects, and I'll be in Viet Nam early next year for both academic research and artistic collaborations. I wanted to ask you if the Season will also include a grant call for collaborations between individuals (instead of between organisations) in 2023? It would be great to know this in advance whilst connecting with artists in Viet Nam!

**A.** While we intend for the UK/Viet Nam Season 2023 Collaboration Grants to benefit individual artists, creative practitioners, academics, researchers, etc. both from the UK and Viet Nam, we cannot accept applications from individuals. Project proposals should be collaboratively developed and delivered by at least one UK-based organisation and at least one organisation based in Viet Nam.

**Q.** We are currently working on the British Council SEA connections through culture program. Would we be able to do apply for this program as well?

**A.** Under 'Who can apply' section of the [UK/Viet Nam Season 2023 Collaboration Grants Round 2](#) information page, it is specified:

Project proposals should be collaboratively developed and delivered by at least one UK-based organisation and at least one organisation based in Viet Nam.

All the grants are open to arts and cultural organisations, as well as higher education and research organisations with arts and cultural focus.

An 'organisation' is defined as a legally registered entity with a registered bank account, and can include collectives, consortia, and community, charity, private and public organisations.

Proposals by unregistered entities such as artist collectives or non-formal professional networks might be considered if accompanied with evidence of a strong track record in developing and delivering projects and programmes of similar scale and nature.

If your profile fits within these criteria, you are welcome to apply. We do not exclude previous grant recipients from the UK/Viet Nam Season 2023 Collaboration Grants.