**2024-25 LSE Global Partnership Development Fund (GPDF) Application Form**

All applications should be returned to global@lse.ac.uk. An email confirmation of recipient will be issued within 2 working days of submission.

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| **Proposed partnership activity** |  |
| **Lead LSE applicant (please include LSE profile page)** |  |
| **Hosting LSE Department or academic unit** |  |
| **Partner institution** |  |
| **Key contact at the institution (please provide work email)** |  |
| **Total grant requested (£):** |  |

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| 1. **Outline of the proposed partnership and activity**
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| **Type of proposed partnership activity**   | New collaborative programme development with an existing partner |  |
| New international partnership building activity between LSE and a high-quality academic institution worldwide  |  |
| Projects and Initiatives jointly delivered with LSE’s partner institutions in responses to calls and opportunities through [alliances](https://info.lse.ac.uk/staff/divisions/global-academic-engagement/Global-alliances) that LSE is a member of. |  |
| Other (please provide brief details): For a list of example activities please visit the ISAP GPDF page. |
| (For initiatives with new partners only) **Have you discussed this proposal with the International Strategy and Academic Partnerships (ISAP) team? If no,** please complete the designated Partnership Initiation form (LSE log-in required). | Yes/No |
| **Details of proposed activity**   | Please provide a draft schedule or itinerary. Please also note as this is an in-year funding, all activities must be completed by 31st July 2025). |
| **Details of any contact to date with the partner institution** |  |
| **Have you attached a supporting statement from the key contact at the partner institution?** (A forwarded email copy from the key contact would suffice, or they can email the supporting statement global@lse.ac.uk directly)  | Yes/No |
| **Have you attached a supporting statement from the Head of your department/academic unit?** (A forwarded email copy from HoD/Director of centre or institute would suffice, or they can email the supporting statement to global@lse.ac.uk directly) | Yes/No |
| 1. **Aims and objectives**
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| **Detail how the proposed partnership activity is of strategic value to LSE** (no more than 150 words) | **Strategic value to LSE**  |
| **List of objectives for the proposed partnership activity** Please provide details about the intended outcome (Double Degree programme/new mobility partner/inter-alliance partnership building). These objectives will be used to measure progress following your visit. | **1.** |
| **2.** |
| **3.** |
| Add further objectives, if needed |
| 1. **Funding (breakdown of how the proposed activity will be funded)**
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| Start Date: |  | End Date |  |
| **Costs (operational, communication and other)** | **Cost Description**  | **Amount (£)** | **Comment/****Justification** |
| Items (e.g. travel costs, venue hires, catering, accommodation). Please group items.  | Description of goods/services, unit rate  | If in foreign currency\*, please indicate the conversion rate used |  |
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| *Requested amount from GPDF (80%)* |  |
| *Contribution from the host department: (20%)* |  |
| **Total Direct Costs (£):** |  |
| **Are there any longer-term resource requirements once the new programme is launched?**  |  |

“It is the applicant’s responsibility to ensure local tax compliance when purchasing services and goods abroad”.

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| **Additional notes on Global Partnership Development Fund** |

* A single transfer of funds at the outset of the project will be made to a central department/centre/institute project code, in which the successful applicants are based.
* All proposed activities need to take place by 01 July 2025. All expenditures must be documented in the GPDF post-award report. If the proposed activity is not executed for whatever reasons, the Department will be asked to return the money by 31 July 2025.
* Recipients must submit a GPDF post-award report to ISAP within one month after the activity takes place, and also another report 6 calendar months later so that impact can be monitored and evaluated.
* ISAP may request GPDF awardees to carry our additional on-site duties, such as inspect and take photographs of accommodation and catering facilities) to co-create a report for internal reference.
* **Any changes to proposed activities** resulting in allocated funds used elsewhere **should be agreed with ISAP** in writing prior to the change taking place.
* ***For new projects only*** GPDF awardees should be prepared to collate and supply information and assets in preparation of the new programme launch, which includes but are not limited to photography, staff profiles, and information about the project suitable for external communications e.g. press release, web story or social media posts.

I have read and understand the expectation and obligation needed to be follow for successful GPDF applicants. I consent to the University to process my personal and contact data for the purposes of partnership activity.

Print name and signature:

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Date:

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*The LSE Alumni Engagement Team administer a separate fund that supports travelling academics in expanding existing travel arrangements to engage with alumni to further the Shaping the World Campaign and LSE 2030 aims.*

***□ Tick this box*** *if you would like your details to be shared with the team and to receive more information on this fund.*