



UCT-Bristol Collaboration Programme

GUIDANCE NOTES

1. Call summary

The Universities of Cape Town and Bristol have created a collaboration programme to award six Professorships and six Fellowships to promote academic cooperation within jointly agreed strategic areas of interest and more widely. The appointments will have ambitious objectives and demonstrable importance to relevant academic fields, providing opportunities for engagement and longer-term collaboration across the universities and their wider communities.

2. Background

The University of Cape Town (UCT) and Bristol agreed, through a Memorandum of Understanding, to promote academic cooperation between both institutions in areas of common interest. This includes exchanges of staff and information, joint development of research projects and jointly organised scientific and cultural events.

The highly successful 'Researchers without Borders' cotutelle PhD programme provides a framework for building research capacity within and across the two universities, providing new opportunities for students to work on exciting research projects that maximise the complementary strengths and capabilities of both partners.

The inaugural Bristol Illustrious Visiting Professorship was awarded to former UCT Vice-Chancellor Professor Phakeng in 2021 with the aim of fostering engagement between our academic communities and executive leadership teams to identify and develop opportunities for collaborative research, strategic partnerships and mutual learning.

There is also the Africa Charter for Transformative Research Collaborations facilitated by the Perivoli Africa Research Centre¹ (PARC) University of Bristol, in partnership with the University of South Africa Chief Albert Luthuli Research Chair and the University of Cape Town Institute for Humanities in Africa (HUMA). It has been co-created with Africa's major research and higher education (HE) constituencies – including: Association of African Universities (AAU), the African Research Universities Alliance (ARUA), the Inter-University Council for Eastern Africa (IUCEA), the Association of West African Universities (AWAU), the Council for the Development of Social Science Research in Africa (CODESRIA) and the African Academy of Sciences (AAS).

¹ PARC represents Bristol's cross-disciplinary commitment to championing transformation in research and partnerships to advance Africa's achievement of its own aspirations.



The Charter initiative aims to articulate the principles, goals and guiding frameworks for a transformed mode of research partnerships between Africa and the Global North.

The Charter was launched in July 2023. It is envisaged that any research collaborations that emanate from the partnership between UCT and Bristol will reflect the spirit and practice of this Charter.

These engagements have been underpinned by a commitment to social justice in all collaborative work between the two institutions. Within this context the two universities have agreed to establish a programme of professorships (for established, senior academics), senior fellowships and fellowships (for early career researchers).

3. Scope of call: Professorships and Senior Fellowships

Three research themes have been jointly identified that provide a strategic focus for collaborations. These were chosen on the basis of a deep commitment to social justice, complementary strengths at both institutions and areas where there is already good collaboration to build on.

1. Hidden histories

There is interest in the fact that the cities of Bristol and Cape Town both have histories and legacies of involvement in slavery that are generally not made visible. This situation sits within a broader context in which the histories of colonised people – and the continuing impact on their descendants today – are often hidden. UCT and Bristol are committed to producing critical histories that make visible the often invisible and challenge the historical narrative of the powerful. The production of these hidden histories can inform our research and knowledge practices, including our education.

2. Climate change impacts and opportunities for health

People who are most impacted by climate change are often most disadvantaged in terms of their health: climate change disproportionately affects the health of people already vulnerable to illness and who have least access to healthcare. Research has potential to identify how climate change impacts on health and to identify solutions that can reduce the impact of climate change on health and improve health outcomes, including at the city scale. Researchers and funders are increasingly aware of the urgent need to address climate change and health, and UCT and Bristol each conduct world-leading research led by renowned groups and institutes in these areas. Through collaboration, research on climate change and health will have even greater global impact, including on awareness, practice and policy.

3. Environmental and social sustainability

Vast social inequalities exist between and within nations and at the sub national scale. Social justice demands that investments and governance changes are made that level the playing field. However, doing so requires the use of the earth's natural resources, which are rapidly depleting. The challenge is therefore to meet the aspirations of human progress and economic development while keeping within the limits of planetary boundaries. Research in



this area is therefore critical and encompasses a broad range of fields in which UCT and Bristol have complementary strengths, including (but not limited to) poverty and inequality, educational access, energy use and conservation, wastewater and water quality and biodiversity and natural resources.

Professorships and Senior Fellowships will be awarded at each university. The review panels will determine what they believe to be an appropriate balance between coverage of these themes and the excellence of individual applications. Applicants should pay close attention to the Selection Criteria when developing their proposals.

What does a Professorship and Senior Fellowship consist of?

1. The duration of each Professorship and Senior Fellowship is three years.
2. Each Professor and Senior Fellow will spend 12 months spread over the three years at the host institution.
3. Any one visit must be for a minimum of one month.
4. The minimum overall visiting time per annum is two months.
5. A maximum visit time of six months within any twelve-month period is allowed.
6. Usually no more than two visits may be undertaken in any twelve-month period for cost reasons.
7. The activities related to the Professorship and Senior Fellowship are expected to run across the full three years including the period outside of the visits.
8. Applicable research themes under which to apply: (i) Hidden histories; (ii) Climate change impacts and opportunities for health and (iii) Environmental and social sustainability.
9. The recipients are expected to publish on average a total of six papers (or equivalent, depending on discipline) over four years from the start of the Professorship or Senior Fellowship. This can include papers published through postgraduate students who are co-supervised or who are undertaking a degree that is to be awarded jointly. These papers must have at least one author from² each of UCT and Bristol. It is desirable that any further papers that come out of the collaboration have at least one author from each of UCT and Bristol.
10. Recipients are also expected to submit at least one joint grant application.
11. Recipients are encouraged to explore opportunities for longer term collaboration. For example, gaining funding to support jointly supervised PhD student/s across UCT and Bristol. Further co-supervision of PhD researchers is encouraged.
12. Recipients will agree with their host a programme of engagement with the university and wider community. They are expected to give lectures/talks to relevant audiences during their visits beyond their immediate specialist collaborators and to contribute to the wider research culture of the University. Activities might include open lectures/seminars, departmental lectures, graduate and postgraduate student seminars or master classes. There should be consideration of non-academic and public engagement activities to ensure wider visibility and impact. Whilst the length of each visit may vary, across the duration of their Professorship it is expected that a well-justified spread of at least twelve such activities should take place.

² "from" should be interpreted as "the author has declared their primary affiliation to be the university in question".



13. Recipients will be expected to produce evidence of the impact of their Professorship or Senior Fellowship.

4. Scope of call: Fellowships

Both universities believe that central to their relationship is the opportunity to support their early career communities so that they can build their international experience and profile, taking advantage of the possibilities that each institution has to offer.

To encourage wider participation Fellowship applications are not restricted to the three themes listed above.

UCT Fellowships should align to either of the three strategic areas listed above or with UCT's strategic *Grand Challenges* – Building a healthy Africa, Resource efficiency and nature-based solutions for sustainable development, Advancing Africa, Our southern location and On being human.

A maximum of three Fellowships will be awarded at each university. Applicants should pay close attention to the Selection Criteria when developing their proposals.

What does a Fellowship consist of?

1. The duration of the Fellowships will be two years.
2. Each Fellow will spend six months spread over two years at the host institution.
3. Any one visit must be for a minimum of one month.
4. The minimum overall visiting time per annum is two months in year 1 and one month in year 2.
5. Usually no more than two visits may be undertaken in any twelve-month period for budgeting reasons.
6. The activities related to the Fellowship are expected to run across the full two years including the period outside of the visits.
7. Recipients are expected to produce four papers over three years. These papers must have at least one author from³ each of UCT and Bristol.
8. Recipients can apply from any research field as specified above according to the institution they are based at.
9. Recipients are encouraged to explore opportunities for longer term collaboration.
10. Recipients will agree with their host a programme of engagement with the university and wider community. They are required to give lectures/talks to relevant audiences during their visits beyond their immediate specialist collaborators and to contribute to the wider research culture of the university. Activities might include open lectures/seminars, departmental lectures, graduate and postgraduate student seminars or master classes. There should be consideration of non-academic and public engagement activities to ensure wider visibility and impact. Whilst the length of each visit may vary, across the duration of their fellowship it is expected that a well-justified spread of at least six such activities should take place.

³ "from" should be interpreted as "the author has declared their primary affiliation to be the university in question".



11. Recipients will be expected to produce evidence of the impact of their Fellowship.

5. Eligibility criteria

Who can apply for a Professorship?

Applicants should be individuals who have achieved a high level of expertise and experience in their particular field of research and who are responsible for leading and managing research projects, teams, and initiatives. They should have a significant record of publications and research funding.

Applicants must already hold a full professorial position.

Applicants will be expected to provide strategic direction, mentor and guide junior researchers, and collaborate with other experts to advance their chosen thematic area.

Applicants must be in a position to complete their award and any associated supervisory or reporting obligations.

Who can apply for a Senior Fellowship?

Applicants should be individuals who are experts in their field and have a significant record of publications and research funding.

Applicants must already hold an associate professorial position.

Applicants will be expected to conduct independent research, mentor and guide junior researchers, and collaborate with other experts to advance their chosen thematic area.

Applicants must be in a position to complete their award and any associated supervisory or reporting obligations.

Who can apply for a Fellowship?

Applicants should,

- have progressed to the point where they are independently developing and pursuing their own research ideas;
- describe how their research plans fit into an international context;
- be able to explain plans to establish their intellectual niche and their own research team that will enable them to become an independent research leader;
- have an independently developed network of research contacts, including appropriate collaborations nationally, internationally and across disciplines;
- have a track record of challenging, original and productive research in their area which shows productivity across past appointments;
- demonstrate potential to lead independent research; and
- start to show evidence of recognition and leadership in the community on an international scale.



UCT-specific guidance

- Applicants must be members of UCT staff, already appointed by UCT on permanent conditions of service, or on contract for the full duration of grant period.
- Joint staff (excluding registrars) who are on permanent conditions of service with their primary employer (UCT, the Western Cape Government or the National Health Laboratory Service) are similarly eligible.

6. Timescales

- Awards will be announced in early May 2024. The official start date of your award will be 1st July 2024.
- Taking account of university calendars and allowing time for the applicant to prepare for their visit, the first visit can commence from September 2024.

7. Funding

- A living allowance for the duration of the visits will be covered by the host institution. The visiting Professor/Fellow will receive this additional payment through their salary, paid by their home institution.
- Full salary and air tickets to be paid by the home institution.
- Visa costs to be covered by the home institution.

8. Application format

- The application consists of a template form, which includes a 2-page Case for Support. A 1- page Gantt Chart/Timeline is also required.
- Guidance on how to complete the documentation can be found in Appendix 1.

9. Assessment process

- UCT and Bristol staff check the eligibility and compliance of applications.
- UCT reviews applications from its staff who wish to visit Bristol.
- Reviews are checked and collated by UCT administrators. Applications that meet an agreed threshold will progress to the panel.
- Applications to Fellowships, Senior Fellowships and Professorships will be assessed by the same panel.
- A final ranked list will be jointly agreed by the panel. The panel will consist of the Vice-Chancellors of each institution or their designated deputies.
- When awarding the Professorships and Senior Fellowships, the panels will determine what they believe to be an appropriate balance between the coverage of strategic areas and the excellence of individual applications.



10. Selection criteria

It is important for applicants to note that the panel of academics will not be specialists in their academic field. Therefore, the application should be written in an accessible manner and take account of the broad set criteria outlined below, not just focusing on academic excellence.

- A. For a Professor and Senior Fellow: does the proposed Professor or Senior Fellow have a proven track record of excellent cutting-edge research within their chosen strategic theme?
Or
For a Fellow: is the proposed Fellow a future research leader with demonstrable experience of research and academic recognition?
- B. Is there a strong likelihood of significant outcomes arising from the visit, including high-quality external funding bids, co-authored publications, ongoing collaborations, and/or other potential long-term benefits for both institutions and their strategic partnership?
- C. Are the project and the collaborative opportunities clearly defined, with strong potential for developing a sustainable, beneficial and equitable partnership?
- D. Does the proposed project have ambitious objectives and demonstrable importance to the relevant academic field, with potential to break new ground?
- E. Will the proposed project be of interest to a range of UCT and Bristol researchers, including post-graduates?
- F. Will the proposed visit and associated activities attract further external engagement, such as engagement from policy and practice, the media, or other sectors?

11. Timeline

Opens	w/c 22 January 2024
Deadline	17:00 SAST/17:00 BST, Friday 15 th March 2024
Decisions communicated	Beginning of May
Award start dates	1 July 2024
First visit dates	September 2024

12. Accommodation

- For a Professor and Senior Fellow: for 12 months in aggregate over 3 years with a maximum of 6 months in any year and a minimum of 2 months in any year.
- For a Fellow: for 6 months in aggregate over 2 years with a minimum of 2 months in the first year and a minimum of 1 month in the second year.

The accommodation provided will include:

- Free Wifi
- Heating/air-con as required
- Bedroom



- Private bathroom
- Separate living/dining area with TV
- Kitchen facilities including dishwasher, washing machine/dryer, fridge freezer, hob oven, all utensils/crockery
- Desk with office chair
- Located in convenient area with good transport links.

13. Advice and contacts

UCT: for additional information, please contact wilna.venter@uct.ac.za.

Bristol: for additional information, please contact rd-international@bristol.ac.uk.



Appendix 1: Application form guidance

- Please carefully read the guidance in the example template below.
- It is **very important** that you read and understand the information contained in the award terms and conditions and the visitor and hosting checklist.
- Bristol visitors and hosts should also read and understand the guidance on export control, national security & investment act and Nagoya protocol.

If you require further clarification and support, please contact us:

UCT: wilna.venter@uct.ac.za.

Bristol: rd-international@bristol.ac.uk.

Section A: Proposed programme		
Type of programme	<i>Choose an item.</i> Please choose whether you are applying for a Fellowship, Senior Fellowship or a Professorship. Please check Section 5: Eligibility.	
Programme title	Please make sure the title is accessible to non-experts (max 15 words)	
Thematic area	Professorship	<i>Choose an item.</i> Professorship must fit under one of the three strategic areas specified under Section 3
	Senior fellowship	<i>Choose an item.</i> Senior Fellowship must fit under one of the three strategic areas specified under Section 3
	Fellowship	<i>Choose an item.</i> [or add free text, max 10 words, as applicable] Please refer to Section 4: Scope of Fellowship. Please use free text space to describe your area of research if it falls outside the three strategic areas.
Plain language summary		
[150 words] You must provide an overview of your project written in an accessible manner. What is the programme's focus, why is it important, what are its main benefits and outcomes? This summary may be used for websites and other communications.		

Section B: Applicant details	
Applicant details This is the person who will hold the Professorship/Fellowship and be visiting the other institution	
Name	[Please include title]
Job title	



School/Department	
Faculty	
Institution	
Email address	
Research keywords	[Maximum six keywords] Keywords are used to help administrators select the most appropriate reviewer for your proposal
Academic Host This is the person who is the main contact at the host institution who will support the Professor/Fellow. They will be required to liaise with their School/Department and UCT/Bristol administrators over the course of the programme.	
Name	[Please include title]
Job title	
School/Department	
Faculty	
Pathway (Bristol only)	
Institution	
Email address	
Research keywords	[Maximum six keywords] Keywords are used to help administrators select the most appropriate reviewer for your proposal

Case for support [2 sides max – Please use Arial 11pt single spacing]

Applicant's fit to scheme

- This should describe the track record of the applicant, including evidence of excellence in research and/or educational developments relative to their scholarly field. Please check Section 5 above around expectations of applicant eligibility.
- What is the potential of programme to develop your research and why is it timely? Please consider the scope of the call and assessment criteria.

Programme aims and objectives

- Please provide a description of your programme's overall aims, objectives and expected outcomes. Please ensure this aligns to the programme guidance.
- Please explain how your project is relevant to call and give an overview of the research and policy (as applicable) background and context.
- Please describe the research excellence and novelty of the programme.

Description of activities

- Please include an outline of the programme of work and the methodology(ies),
- You must comply with the guidance outlined in Sections 3 or 4 and overall timescales described in Section 6 above. It is important that you provide a clear rationale for your visit programme.
- Please provide a Gantt Chart or similar timeline that clarifies your visits, your milestones and outcomes, key activities etc. This document must fit on 1 A4 page in size. Additional text must be restricted to explaining elements of the Gantt Chart.

Partnership approach

- Please describe the history of your partnership and/or the rationale for establishing and/or deepening the relationship, being clear about what the long-term benefits are for both institutions and their strategic partnership? What other partners and stakeholders are involved?
- How will your partnership approach ensure an equitable partnership? What potential power imbalances might affect your programme and its research activities and how will you try to address these?



- As appropriate to your programme, please detail how you will take account of gender and other characteristics such as race or age, and any relevant intersections between these.

Outputs, outcomes and sustainability

This is a key section to consider:

- Please tell us what you expect to produce by the end of the project and describe the measures you will take to disseminate these outputs. Please refer to sections 3 and 4 which stipulate the minimum outputs that are required.
- Please explain any academic and/or non-academic (cultural, economic, social) outcomes you expect from your project and describe the pathways you will take in order to realise these.
- Please explain how you will create a sustainable partnership that will last beyond the award period.

DO NOT FORGET TO APPEND A GANTT CHART/TIMELINE WITH YOUR APPLICATION.

Confirmation of institutional approval of proposed programme and agreement to terms and conditions

Applicant/Host

We have read, understood and accept the Award terms and conditions of this programme. We have read, understood and will follow the advice provided within the Visitor and hosting checklist. Bristol hosts have read, understood and will follow the guidance on Export control, National security & investment act and Nagoya protocol.

UCT – Agreement to accept the Programme’s terms and conditions by a person responsible and able to provide the necessary institutional support and authority.

Name	
Position	This should normally be the Head of School/Department
Faculty	

Declaration: I approve the nomination for this person to participate in this programme and accept the School’s/Department’s responsibilities as per the award requirements, conditions and guidance. If you have any questions regarding the terms and conditions, please contact wilna.venter@uct.ac.za.

Signature	Please type your name
Date	

Bristol – Agreement to accept the Programme’s terms and conditions by a person responsible and able to provide the necessary institutional support and authority.

Name	
Position	This should normally be the Head of School/Department
Faculty	

Declaration: I approve the nomination for this person to participate in this programme and accept the School’s/Department’s responsibilities as per the award requirements,



conditions and guidance. If you have any questions regarding the terms and conditions, please contact rd-international@bristol.ac.uk

Signature

Please type your name

Date