



# Health Partnership Scheme

## Paired Institutional Partnerships

### Grant Overview – Medium PIP Grants – Round 2

---

#### 1 Purpose

The Health Partnership Scheme supports the development of health services in poor countries. It is funded by the Department for International Development (DFID) and engages the UK's health sector in a four-year programme that will harness UK health institutions and professionals in partnerships with low-income country counterparts. The purpose of the partnerships is to improve health outcomes through skills transfer, capacity development, and other collaborative work.

The Paired Institutional Partnerships (PIPs) funding stream funds effective health partnership projects, encouraging reach into under-served and rural areas. There are different levels of funding: Start-up Grants; Medium Grants; and Large Grants (now closed).

#### Objective

The objective of the Paired Institutional Partnerships (PIPs) funding stream is **to improve health outcomes in low-income countries by harnessing the skills of UK health professionals to deliver training and capacity development to the global health workforce.**

#### 2 Institutional Partnerships

Within the context of the Health Partnership Scheme, an Institutional Partnership is a long-term arrangement between a health institution in the UK with a similar, counterpart institution in a low-income country. Health institutions may include NHS Trusts, health training institutions (such as university faculties for medical or nursing training), Royal Colleges, private hospitals, GP Practices (or consortia) and some professional associations. If you are in doubt, please contact us at [hps@thet.org](mailto:hps@thet.org).

#### 3 Paired Institutional Partnerships funding stream

There are five types of grant available to institutional partnerships within the Paired Institutional Partnership (PIP) funding stream.

- **Medium PIP Grants** – up to £15,000 per year for twelve to twenty-four months. The grants are available to partnerships for small-scale, clearly defined projects. The first round of Medium PIP grants resulted in eighteen grants being awarded. This overview applies to the second round of Medium PIP grants.
- **Large PIP Grants (including the previously announced Multi-PIP Grants)** - up to £100,000 per year for twelve to thirty months. These grants are available to single or multiple partnerships between UK institutions and single or multiple low-income country institutions. Projects should be single, time-bound projects where clear outcomes can be achieved within the timeframe proposed and within the budget proposed. Applications for these grants has closed and grants have been awarded.
- **PIP Volunteer Bursaries** - up to £15,000 for twelve months. These grants are available to Large PIP grantees to send a member(s) of the UK volunteer team to their partner institution for a minimum of six months, where that volunteer's long-term presence will help maximise the project's impact. Applications for these grants has closed and grants have been awarded.
- **Start-up Grants – up to £5,000**, to establish a new partnership through activities such as preliminary scoping work and a needs assessment. These grants are available now. For more details please see [www.thet.org/hps](http://www.thet.org/hps).

## 4 Size & duration of Medium PIP Grants

Medium PIP Grants are available for periods between twelve and twenty-four months. Grant applications for less than twelve months will not be considered.

Grant applications should be for up to £15,000 per annum. Part-years (e.g. eighteen months) should be proportioned accordingly. Please note that we will not be able to disburse more than £15,000 each year per grant awarded.

The project start date is expected to be 1 March 2013.

## 5 Eligibility criteria for Medium PIP Grants

### **Core Requirements**

The core requirements for Paired Institutional Partnership grants are:

- Grant recipients are eligible institutions (see below)
- Applications must be made by established Health Partnerships. Grants are for single, time-bound projects that are deliverable within the budget and timeframe proposed and agreed with THET
- Grants will be awarded for projects operating within countries listed in the Eligible Countries section (see below). Exceptionally, applications may be considered for projects operating in other low-income countries.

### **Institutional Eligibility**

**Eligible Institutions:**

In order to be eligible for a Paired Institutional Partnership grant you must be recognised as a health education, regulatory or healthcare delivery institution by an appropriate regulatory body. Some Professional Membership Associations are also eligible to apply.

**Non-governmental organisations (NGOs):**

NGOs are not eligible to apply for Paired Institutional Partnership grants. We acknowledge that some Health Partnerships have a charitable arm to support fund-raising activities, and these charitable entities are eligible to have a role as Managing Agent for a grant. However, the applicants must be able to show that the project will be delivered by the eligible UK and low-income country health institutions and not the NGO.

**UK partners (and not an NGO) will be responsible for signing the grant contract and overall delivery and reporting of the project.**

Non-governmental organisations are not eligible as overseas partner institutions unless they are an overseas not-for-profit clinic or hospital.

Responsibilities of overseas partner institutions will include: delivering results; coordinating partnership activities within their country; and the associated financial and narrative reporting.

**Country eligibility**

Partnerships are required to be between the UK and DFID/Devolved Administration priority countries, although applications relating to other low-income countries may be considered if the projects are outstanding, reach the poorest and there is a clear rationale justifying the exception.

DFID and Devolved Administration priority countries are: Afghanistan, Bangladesh, Burma, Cambodia, DR Congo, Ethiopia, Ghana, India, Kenya, Kyrgyzstan, Lesotho, Liberia, Malawi, Mozambique, Nepal, Nigeria, Occupied Palestinian Territories, Pakistan, Rwanda, Sierra Leone, Somalia (including Somaliland), South Africa, South Sudan, Tajikistan, Tanzania, Uganda, Yemen, Zambia, Zimbabwe.

## 6 Project requirements

The Paired Institutional Partnership funding stream will fund a wide variety of projects where the ultimate goal is strengthening the capacity of the developing country's health services. Applications will be judged against the following criteria:

- A single, time-bound project that is deliverable within the budget and timeframe of the Health Partnership Scheme Paired Institutional Partnership grant
- The project contributes to the overall purpose of the Health Partnership Scheme's Paired Institutional Partnership funding stream
- The project is aligned with overseas country health policies and plans
- The approach to the project is appropriate and relevant to the local context
- The project plans are clear and logical with a focus on measurable outcomes
- The project demonstrates value for money.

Additionally, projects which demonstrate innovative thinking will be particularly welcomed. In this context, the term innovation speaks to not just the development or implementation of new ideas but also to new ways of applying/adapting/developing existing techniques or initiatives.

## 7 Funding restrictions

Please note that THET will check that your budget falls within the rules set out below before the application goes to the Selection Panel. If your budget does not conform to these rules (e.g. allocates more than 10% for project management costs) it will be deemed ineligible and will not be reviewed by the Selection Panel.

### Paired Institutional Partnership Grants will fund:

---

- Training and workshop costs, e.g. venue costs, refreshments, training materials (but not Sitting Allowances, see below)
- Travel and associated costs, e.g. national and international economy class travel; travel insurance (if travel insurance is not already covered by a central institution policy); accommodation and subsistence; visas and vaccinations
- Communications costs (telephone, teleconferencing, video conferencing etc)
- Modest course fees in the developing country
- Publications and the development of web pages
- Equipment (up to a maximum of 20% of the total grant)
- Bank charges for transfer of funds between partners and to others
- Costs of project management and support costs up to 10% of the total budget
- Consultancy costs up to 5% of the total budget
- Contingency up to 1.5% of the total budget.

### Paired Institutional Partnership Grants will not fund:

---

- Backfill funding for UK volunteers
- Staff salaries for permanent staff, including any hired as a consequence of the project (but see above with regard to project management and support costs)
- Consultancy fees
- Entertainment costs
- Medical consumables
- Costs relating to the delivery of health services.
- Sitting allowances

## 8 Application and selection process – Medium Paired Institutional Partnership (PIP) Grants

### Pre-application workshops and skills workshops

---

We will run a pre-application workshop via webinar, which we recommend applicants attend. It will cover the requirements of Medium PIP grants and will give specific advice and guidance about the application process, including the reporting requirements and expectations for grantees. The webinar

will be held on 14<sup>th</sup> August 2012 at 10am BST. If you would like to attend, please email [hps@thet.org](mailto:hps@thet.org) by 12<sup>th</sup> August 2012.

We will additionally run a series of 'skills workshops' on areas related to project management, financial management and monitoring and evaluation. The workshops are available to grant-holders, applicants for Medium PIP grants and Health Partnership coordinators. Further details will be announced via our website at the beginning of August 2012.

### **Project Brief (Optional)**

---

THET staff will be happy to review a one-page project brief and offer feedback to you. These should be no more than 500 words. **We will not be able to receive and comment on project briefs after Sunday 30 September 2012.** Submit your project brief to [hps@thet.org](mailto:hps@thet.org).

### **Applications**

---

The deadline for the receipt of completed applications is Tuesday 30 October 2012. **Please note that applications received after this date will not be considered.**

The steps in the application process are as follows:

- Send Project Brief to THET for comment (**optional**) – no later than Sunday 30 September 2012 – [hps@thet.org](mailto:hps@thet.org)
- Download application form and budget template from the THET website
- Attend webinar on 14<sup>th</sup> August 2012 at 10am (**optional**)
- Complete application form and budget **in conjunction with overseas partner**
- Email application form, budget and scanned letters of support to [hps@thet.org](mailto:hps@thet.org) **no later than Tuesday 30 October 2012**

### **Selection**

---

When your application is received by THET, it will be reviewed by the HPS Team to ensure that it is eligible for funding. If your application is eligible, the selection process will be as follows:

- Technical review by internal HPS Review Panel
- Applications assessed by an external Selection Panel
- Selection outcomes will be communicated as soon as possible after the final selection process (late December 2012)
- Written feedback will be given to unsuccessful applicants to inform any future applications. Where requested, THET will be happy to provide verbal feedback.

## Grant contracts

---

Grant contracts will be signed between THET and the nominated UK partner institution. **Grant contracts cannot be signed with an NGO.** The contracts will outline:

- The terms of the award of the grant and the restrictions over the use of funds
- Grant reporting requirements and timeline
- The predicted expenditure and timelines of tranche payments
- Conditions under which funds may be withdrawn or reclaimed.

The contracts will be accompanied by the reporting templates which grantees will be required to use to submit their reports on specific dates.

## Monitoring, reporting and evaluation

---

The following documents will form annexes to the grant agreement letter and serve as the basis of reports to the THET HPS team. Successful applicants may be asked to revise them as necessary before grants can be paid.

- The application form
- The full budget spread sheet.

Formal reports must be submitted every six months throughout the project, or at such other intervals as are appropriate to the length of the project overall.

Continuation of funding will be dependent on the receipt of satisfactory reports and will **not** be released until reports have been accepted and all outstanding queries resolved.

It may be possible to carry over funds from one year to the next, but this will depend on project progress and the amount to be carried over. Decisions will rest with the THET HPS Team.

Grant holders will be required to participate in monitoring and evaluation activities undertaken by THET and/or DFID. These may include informal visits by the THET HPS Team.

The THET HPS Team will include data from grant reports in their monitoring and evaluation of the HPS programme overall.

Learning from HPS projects will be used to inform good practice, case studies and other communications, which will be disseminated by a number of means, including the THET website.