

BIRAX AGEING: Call for Proposals for an Academic Conference on Ageing Research

Introduction and Background to the Programme

The British Council in Israel runs the British Israel Research and Academic Exchange (BIRAX), which funds cutting-edge research conducted by British and Israeli scientists, enabling them to tackle some of the world's leading health issues. At the same time, BIRAX encourages collaboration between British and Israeli scientists with the aim of emphasizing their complementary strengths and mutual interests. BIRAX provide research grants, networking and researcher mobility opportunities.

The BIRAX conference is the largest conference organised by British Council Israel. The fourth BIRAX Conference, held in 2018 in London, was attended by 250 delegates, including senior researchers, early career researchers, partners and decision makers. This was the first BIRAX conference under the theme of Ageing, and has successfully served as the launch pad for a network of British-Israeli researchers on the this global challenge. Our aim is for the fifth conference to strengthen and expand the network, to ascertain new priorities and engage new audiences.

In this call for proposals we aim to develop a partnership with an academic institution in Israel to deliver the fifth BIRAX conference. The selected grantee will work together with the British Council in Israel to develop the conference from inception to delivery: from the initial conceptualisation and selection of theme, speakers and sessions, to the administration of the conference's logistics, e.g. registration, room hire and catering etc.

Outputs of the grant

The grant is designed to fund the BIRAX Ageing conference in the field of ageing research. In particular:

- The grant will fund a conference academically led by two scientific chairs from Israel and the UK, and by an academic committee of at least two more members, once from each country, and a representative of the British Council.
- The conference will showcase multi-disciplinary and cutting edge scientific research of the highest quality.
- The theme of the conference will be relevant to research priorities in both countries and align with the BIRAX Ageing call for proposals that will be advertised in May 2020. The theme will be timely, globally significant and of high potential for UK-Israel collaboration.
- The conference will provide opportunities both for senior and early career researchers to present their work, and function as a platform for networking.
- The conference will host at least 250 participants from both countries.
- The Conference will raise the profile of BIRAX Ageing in the academia and beyond.
- The Conference will attract public attention by reaching out to the media and the general public.

Activities undertaken by the grantee:

The following actions are expected to be taken by the grantee in full collaboration with the British Council. Note that the specification is provisional and can be changed.

The grantee will be responsible for the development and implementation of the conference from its inception. **All stages must be coordinated and approved by the British Council.**

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The grantee will be responsible for:

Academic leadership of the conference:

- Appointing two academic chairs from Israel and the UK
- Appointing an academic committee from Israel and the UK consisting of at least one member from each country.

Content development:

- Selecting the theme of the conference
- Preparing the invited talk schedule
- Inviting speakers

Organisation of the conference:

- Providing an excellent experience for all participants leading up to and during the event
- Meeting the high standards expected of a world class academic conference
- Ensuring the efficient running of the logistics around all aspects of the programme, including external events
- Liaising with external suppliers to ensure all parties deliver as required
- Ensuring that the BIRAX Ageing and the British Council brands are visible and promoted throughout the conference.

Responsibility for all conference logistics including (but not restricted to):

- A. build a registration website
 - a. Manage registration and customer services including financial management and correspondence
 - b. Manage logistics, travel and accommodation
 - c. Manage venue hire, catering and security
 - d. Management of the conference on the day
 - e. Manage registration at the conference, setting up registration desks,
 - f. Handle all financial aspects vis-à-vis participants and suppliers
- B. Organisation of social events:
 - a. Organisation of mid – conference reception
 - b. Organisation of meals and drinks
 - c. Other small scale events may be held by the British Council during the conference. The grantee will be expected to provide the facilities for these, within reason (such as small meeting rooms).
- C. Production of conference booklet and other materials
 - a. Liaise with printers and designers
 - b. Coordinate content
 - c. Production of banners and other promotion materials

Timeframe

The conference will be scheduled on the week commencing 7 September 2020, for two days (not on Sunday).

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Funding

The grantee will be awarded up to £110,000 to implement the conference.

Communications

The grantee will be expected to work closely in coordination with the British Council and the British Embassy on a communication strategy. All communication activities will be coordinated and authorised by the British Council. The communication needs of all funders of the conference must be taken into consideration.

How to apply

Applicants must fill in the application and budget forms by 18 September 2019 23:59 GMT and send to iris.barner@britishcouncil.org, along with the following documents:

- Insurance policy
- Health and safety policy

Eligibility

- Applicants to the call must represent a research university in Israel
- The university must be recognised by both Israel and the UK
- Each university must submit one application. Multiple applications will not be accepted
- Applications must be endorsed by the relevant authoriser, such as the head of Research and Development Authority
- The researchers proposed as chairs and members of the academic committee must be senior and leaders in their fields

Assessment criteria

Applications will be assessed by a selection panel according to the following criteria:

- Relevance to the specification described in the call for proposals above
- Quality of the proposed conference and the activities it entails. A high scoring proposal will include a detailed work plan, a timetable and an indicative list of speakers foreseen to be engaged in the conference.
- Feasibility – are the proposed activities likely to be implemented to plan within the given time frame, and will they reach the desired outcomes?
- Synergy – the proposed conference should demonstrate a good synergy between Israel and the UK
- Pricing – the proposed budget is well structured
- Gender equality – high scoring proposals will demonstrate a good gender balance in the proposed activities and participants.
- **Priority will be given to institutions that have not hosted a BIRAX Conference in the past.**

Closing date and results

Launch of call for proposals	16 August 2019, 23:59 GMT
Deadline for proposals	18 September 2019
Responses sent to applicants	W/C 20 16 Sep 2019
BIRAX Ageing Conference	September 2020

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Enquiries

Enquiries should be submitted in writing to iris.barner@britishcouncil.org

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Annexes:

Annexed to the call are the recent BIRAX Ageing Call for Proposals and Conference programme of BIRAX conferences 2016 and 2018. **These documents are for reference only** and intended to demonstrate the type of conferences and themes we are aiming for. They are should be viewed as examples only.