



United Nations
Educational, Scientific and
Cultural Organization



University Twinning
and Networking
Programme

The UNITWIN/UNESCO Chairs Programme

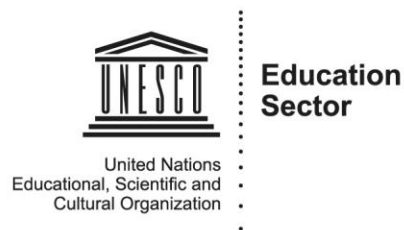
Guidelines and procedures

UNESCO Paris 2017

Education
2030 

UNESCO Education Sector

Education is UNESCO's top priority because it is a basic human right and the foundation on which to build peace and drive sustainable development. UNESCO is the United Nations' specialized agency for education and the Education Sector provides global and regional leadership in education, strengthens national education systems and responds to contemporary global challenges through education with a special focus on gender equality and Africa.



The Global Education 2030 Agenda

UNESCO, as the United Nations' specialized agency for education, is entrusted to lead and coordinate the Education 2030 Agenda, which is part of a global movement to eradicate poverty through 17 Sustainable Development Goals by 2030. Education, essential to achieve all of these goals, has its own dedicated Goal 4, which aims to *"ensure inclusive and equitable quality education and promote lifelong learning opportunities for all."* The Education 2030 Framework for Action provides guidance for the implementation of this ambitious goal and commitments.



Introduction

The UNITWIN/UNESCO Chairs Programme (further referred to as “the UNITWIN Programme”) was established in 1992, in accordance with a resolution adopted by the General Conference of UNESCO at its 26th session (1991). The Programme supports the establishment of UNESCO Chairs and UNITWIN Cooperation Programmes in higher education institutions. It promotes international inter-university cooperation and networking to enhance institutional capacities through knowledge sharing and collaborative work. Through the Programme, higher education and research institutions worldwide pool their resources to address pressing challenges and contribute to the development of their societies.

This UNESCO Programme serves as a prime means for enhancing the capacities of higher education and research institutions through an integrated system of research, training, information and documentation activities related to diverse fields. It facilitates collaboration between high-level, internationally recognized researchers and teaching staff at universities and other higher education and research institutions, in a spirit of international solidarity. The UNITWIN Programme promotes North-South, South-South and North-South-South cooperation as a strategy to develop institutions. These institutions work in partnership with NGOs, foundations and public and private sector organizations and play an important role in the advancement of higher education. The Programme opens avenues for the global higher education and research community to join forces with UNESCO to contribute to achieving the Sustainable Development Goals (SDGs).

The UNITWIN Programme covers training, research and exchange of academics and offers a platform for knowledge sharing in all fields within the mandate of UNESCO. The majority of the projects are interdisciplinary and intersectoral, involving all UNESCO Programme Sectors, with the active cooperation of its Field Offices, Institutes and Centres. National Commissions play an important role in the Programme by promoting it nationally, facilitating its implementation and evaluation. Since it is very multidisciplinary in nature, the UNITWIN Programme is one of the Organization’s most intersectoral programmes.

Relevance, foresight and effectiveness are among the prime goals of the Programme. Universities and higher education and research institutions can respond more readily and with greater autonomy to the demands for new learning and research in a world undergoing rapid economic, social and technological changes. From the beginning, UNESCO Chairs and UNITWIN Cooperation Programmes have proven useful in establishing new teaching programmes, generating new ideas through research and reflection, and facilitating enrichment of existing university programmes while respecting cultural diversity.

The present document constitutes a set of basic rules to be followed in order to maximize the benefits of the Programme. These Guidelines and Procedures aim at clarifying and defining the criteria and procedures governing the establishment and functioning of a UNESCO Chair or UNITWIN Cooperation Programme.

The strategic orientations for the UNITWIN Programme place an emphasis on the following:

- the dual function of UNESCO Chairs and UNITWIN Cooperation Programmes as think tanks and bridge-builders between the academic world, civil society, local communities, research and policy-making;
- align UNESCO Chairs and UNITWIN Cooperation Programmes with UNESCO's priorities as defined in its Medium-Term Strategy for 2014-2021 (<http://unesdoc.unesco.org/images/0022/002278/227860e.pdf>);
- uphold the values of UNESCO and incorporate the 2030 Agenda for Sustainable Development into the operations of UNESCO Chairs and UNITWIN Cooperation Programmes;
- increase and enhance the focus on the 2030 Agenda of activities carried out by UNESCO Chairs and UNITWIN Cooperation Programmes, and to develop programmes aimed at generating new knowledge, as well as innovative tools for Member States to face the challenges faced in achieving the SDGs (<https://en.unesco.org/sdgs/>);
- strengthen North-South, South-South and North-South-South cooperation;
- foster inter-disciplinarity and promote collaboration and knowledge co-production;
- strengthen the research-training-policy-society nexus;
- foster collaboration between Chairs and Networks, the broad UNESCO family and key UNITWIN Programme stakeholders;
- promote further the thematic networking of UNESCO Chairs, enhance knowledge sharing and increase the visibility of the UNITWIN Programme as a whole;
- create centres of excellence and innovation at the regional or sub-regional level; and,
- reinforce the dynamism of networks and partnerships.

This document supersedes earlier guidelines. It aims to assist all interested parties in taking the steps needed to participate fully in the UNITWIN Programme and to make the most of its benefits.

Section of Higher Education
Division for Policies and Lifelong Learning
Systems
Education Sector
December 2017

Definitions

UNESCO Chair

A UNESCO Chair is a project and a team at a university or a higher education or research institution that partners with UNESCO in order to advance knowledge and practice in an area that is a priority for both the institution and UNESCO. The partnership is formalized by means of an agreement signed between the Director-General of UNESCO and the head of the institution hosting the UNESCO Chair (Rector, President, Vice-Chancellor).

A UNESCO Chair can be established as a new teaching and research unit at a university or other institutions of higher education and/or research for a period of four years.

Such a unit should include:

- a Chair holder as its academic head;
- a team composed of lecturers and researchers from the host institution and from other institutions, both in the country concerned and in other countries who are associated with the activities of the UNESCO Chair; and,
- students and researchers from the host country and from other countries who are pursuing studies or high-level training and research under the UNESCO Chair.

A UNESCO Chair can also be established within an existing university department to strengthen teaching/research programmes in a particular field within the domains of competence of UNESCO, and to increase their international dimensions.

Since UNESCO Chairs are undertakings in which UNESCO joins forces with partner institutions, associations, agencies and organizations as well as with potential donors, UNESCO Chairs may also have a joint designation, for example, UNESCO/United Nations University; UNESCO/Commonwealth of Learning.

UNESCO Chairs and UNITWIN Cooperation Programmes are not usually named after individuals, except when they are intended to commemorate an outstanding and universally acknowledged contribution made to the field of study concerned by a person (for example, *Cousteau Ecotechnie Network*, *Oliver Tambo Chair in Human Rights*). Acronyms are not used either. Names of Chairs and Networks must accurately represent their fields of research.

UNITWIN Cooperation Programme

A UNITWIN Cooperation Programme is a partnership between UNESCO and a network of universities, other higher education or research institutions (from 3 to 10 institutions) in different countries that join forces and collectively sign an agreement with UNESCO.

A group of universities in different countries (North-South, South-South or North-South-South) may decide to pool their competences and resources to address a need in the development context, and in so doing create a network and apply for the establishment of a four-year UNITWIN Cooperation Programme. The partnership is formal and is established through a standard agreement between UNESCO and the network. The agreement spells out the responsibilities of the Parties, the objectives of the Cooperation Programme and expected outputs, how the Cooperation Programme will function and how it will be sustained. Each Party within the network appoints its own Coordinator for the Cooperation Programme in consultation with the other Parties. Networks assume all expenses linked to the implementation of the UNITWIN Cooperation Programme.

Universities and other higher education institutions hosting UNESCO Chairs working on the same theme may come together as a network and apply for a UNITWIN Cooperation Programme. Once UNESCO approves the application, the UNITWIN Cooperation Programme is formalized by means of an agreement between UNESCO and the network.

Universities that are already linked with other universities by virtue of bilateral agreements may decide to expand these bilateral agreements into a multilateral one and apply for a UNITWIN Cooperation Programme. University cooperation programmes (training and research) in a particular field may be turned into more stable mechanisms of cooperation by the participating institutions agreeing to associate their activities with the priorities of UNESCO, the needs of higher education institutions, and the goals and objectives of the UNITWIN Programme.

Institutions that can host a UNESCO Chair or a UNITWIN Cooperation Programme

UNESCO Chairs or UNITWIN Cooperation Programmes may be established only at universities, institutions of higher education and research institutions in higher education that are recognized as bona fide institutions by the competent national authorities in the respective country.

However, other types of institutions can partner with a UNESCO Chair or a network. These include:

- NGOs working in the field of higher education and research;
- other academic associations;
- inter-university and academic networks that wish to establish a link between their own activities and the UNITWIN Programme; and,
- national, regional and international public or private institutions and agencies that currently have or intend to develop cooperative links and arrangements with UNESCO in the field of inter-university cooperation.

Proposals for a UNESCO Chair or a UNITWIN Cooperation Programme should be submitted to UNESCO by institutions eligible to participate in the Programme.

Financing of UNESCO Chairs and UNITWIN Cooperation Programmes

The overall success of UNESCO Chairs and UNITWIN Cooperation Programmes depends on the availability of financial and in-kind support. UNESCO, not being a funding agency, cannot provide financial support. For this reason, institutions applying for the Programme should mobilize financial partners when they start planning their project proposals. This aspect must be fully documented in the proposal, as the project's sustainability is one of the key evaluation criteria.

There is a wide range of possibilities for mobilizing resources:

- the host institutions: many universities have allocations for promoting international cooperation;
- bilateral donors, multilateral cooperation agencies and private sector organizations;
- non-governmental organizations and private foundations;
- UNESCO Participation Programme: a proposal for funding a UNITWIN project may be made to the National Commission for UNESCO in the country concerned.

Establishment of a UNESCO Chair or a UNITWIN Cooperation Programme

Procedure for the submission of applications

Interested institutions prepare and submit to the Assistant Director-General for Education of UNESCO – under the signature of the executive head of the institution – a detailed project proposal according to the project outline in the Annex. It is important to note that UNESCO Chairs and UNITWIN Cooperation Programmes are established between UNESCO and the institutions concerned and not with individuals. As such, a UNESCO Chair cannot be transferred from the host institution named on the Agreement to another institution. Moreover, given the international inter-university cooperation dimension of the UNITWIN Programme, UNESCO Chairs and UNITWIN Cooperation Programmes should have at least a (sub)regional and preferably international scope.

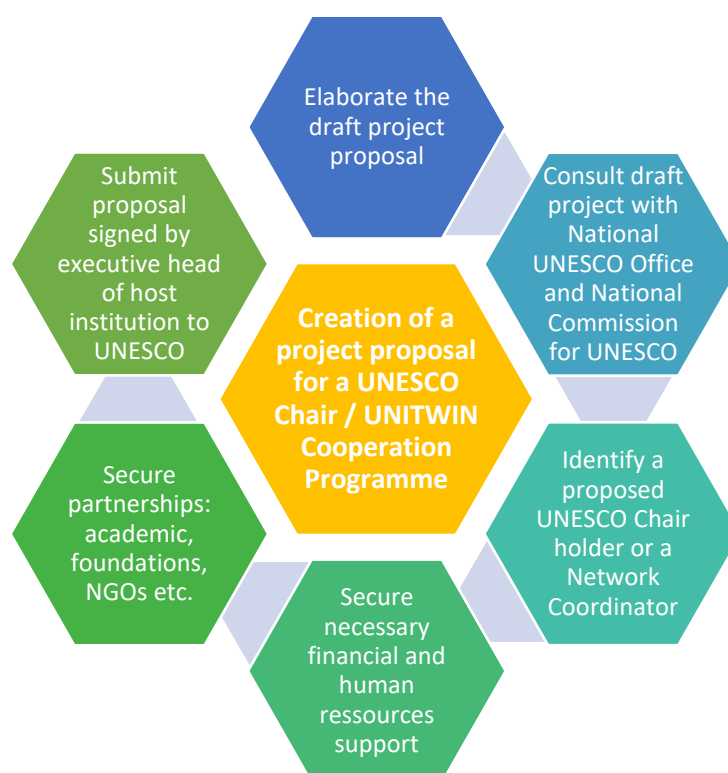
When the proposal concerns the establishment of a UNITWIN Cooperation Programme between UNESCO and an inter-university network, it can be submitted either by the heads of all institutions members of the network, or by a single institution which takes the lead and acts as the focal point to ensure the development of the application. When this is the case, the executive head of each institution in the network signs a letter of commitment to the proposed Cooperation Programme and agrees that a clearly identified member of the network takes the lead and acts as the focal point for the project on their behalf.

UNESCO encourages a tripartite relationship in the preparation of the proposal for a UNESCO Chair. The national level team should comprise the university, the national UNESCO office (where there is one), and the National Commission for UNESCO. The proposal should provide evidence of the cooperation process (for example, meeting reports or notes signed by the Head of the national UNESCO office and the Secretary-General of the National Commission respectively). In countries where there is no national UNESCO office and such processes are not feasible, the proposal can be submitted through the National Commission for UNESCO and the Permanent Delegation to UNESCO.

In the case of applications for UNITWIN Cooperation Programmes, it is recommended that proposals be prepared in consultation with the UNESCO Focal Point/staff responsible for the area of expertise at UNESCO headquarters.

Every project must be accompanied by a letter of support from the National Commission for UNESCO and supporting documents from institutional and financial partners.

The deadline for the submission of new proposals is 30th April of each year. Incomplete applications will not be considered. Applications received after 30th April will be considered the following year.



Steps to create a project proposal for a UNESCO Chair / UNITWIN Cooperation Programme

Assessment and approval of applications

Once UNESCO receives the project proposal, a process of review and analysis is undertaken. Key assessment criteria include quality and relevance; networking and partnerships; and sustainability.

In light of the growing number of applications, the selection process is very competitive and only projects meeting all criteria are approved.

When the project proposal has completed its cycle of evaluation, the Section of Higher Education informs the applicant of the results. If UNESCO approves the project, the standard agreement is drawn up and signed by the Director-General of UNESCO and the head of the host institution.

The agreement signed by the host institution must be returned to UNESCO within 60 days of the date of its signature by the Director-General of UNESCO.

Appointment of the UNESCO Chair holder or Network Coordinator

The host institutions make individual proposals for a UNESCO Chair holder or a Network Coordinator. The appointment of a Chair holder or Network Coordinator does not necessarily entail the creation of a specific post. All appointments will be subject to approval by UNESCO and the competent academic bodies of the institutions hosting the project. Appointments are limited to the period of the agreement of the UNESCO Chair or UNITWIN Cooperation Programme. The appointees shall enjoy the rights and privileges provided for personnel of similar rank at the host institution.

Criteria for the selection of a Chair holder or Coordinator:

- academic reputation (he or she should be a renowned specialist in the domain(s) to be covered by the Chair or Network);
- have the capacity and experience to promote cooperation at national, regional and international levels; and,
- be willing and able to mobilize resources from private and public sectors.

In its efforts to promote gender equality, UNESCO encourages the nomination of women as UNESCO Chair holders or Network Coordinators. The coordination of a network can rotate among network members if so stipulated in the bylaws of the network.

In order to strengthen the international dimension of UNESCO Chairs and UNITWIN Cooperation Programmes, UNESCO may accept proposals for a joint leadership in cases where one of the professors is a national candidate and the other comes from a partner institution in another country.

Under the auspices of a Chair or Network, visiting professorships may be established at various higher education institutions. They may also teach at several institutions in a sub region that wish to benefit from the programme's activities.

Role of the UNESCO Chair holder or Network Coordinator

The performance of the UNESCO Chair/network is guided by the Chair holder or Network Coordinator, who are responsible for leading the Chair's/network's team as well as the programming, organization and promotion of academic activities, networking, dissemination of research results, publications and fundraising.

UNESCO Chair holders and Network Coordinators should maintain regular communication with the UNESCO expert who serves as their main thematic contact to inform on current and future activities, including events and publications; and to explore possible cooperation between the Chair/Network and UNESCO. Regular contact and communication should also be maintained with the Programme management team in the Section of Higher Education.

Contact and communication with UNESCO Field Offices and National Commissions for UNESCO are encouraged.

Effective coordination will ensure better cross-border involvement in the Chair/network and ultimately improve its impact nationally, regionally and internationally. Activities undertaken in the framework of a Chair or network must correspond to the objectives set out in the Agreement. They may include in particular:

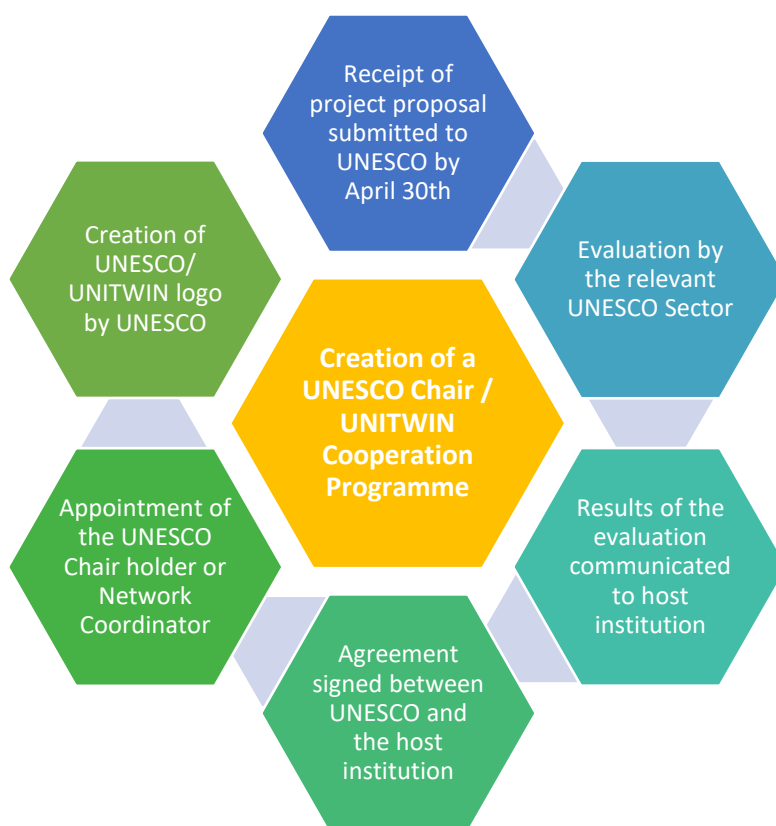
- development of innovative and interdisciplinary programmes in non-traditional areas at undergraduate and postgraduate levels;
- exchange of lecturers, students and researchers;
- lectures on topics relevant to the field covered by the UNESCO Chair or UNITWIN Cooperation Programme (some of which could be made available online);
- research corresponding to the research strategies of UNESCO's various Sectors;
- workshops, seminars, national, regional and international meetings/conferences;
- publications; and,
- establishment of or participation in virtual communities of practice.

A diploma or certificate associated with a UNESCO Chair may be issued only by the university and must be signed by its Rector or President. It cannot under any circumstances be issued by the UNESCO Chair. Likewise, prizes may not be awarded by the UNESCO Chair, but by the university hosting the Chair.

All activities and their implementation modalities should complement the relevant UNESCO programmes and activities approved by the Organization's Member States. Close cooperation with ongoing UNESCO activities and programmes is of utmost importance.

Only UNESCO Chairs and networks parties to a UNITWIN Cooperation Programme are recognized as UNESCO partners. Any other association with a UNESCO Chair is not

considered to be part of the UNITWIN Programme and is not allowed to use the UNESCO/UNITWIN name and logo.



Steps to create a UNESCO Chair / UNITWIN Cooperation Programme

Use of the UNESCO/UNITWIN logo

In order to demonstrate their link with UNESCO, UNESCO Chairs and networks parties to a UNITWIN Cooperation Programme are invited to use the composite UNESCO/UNITWIN logo that includes the UNESCO official logo and the UNITWIN logo to the right of the former, under the following conditions (cf. Article 11 of the UNESCO Chair agreement or Article V of the UNITWIN Cooperation Programme):

- the conditions for the use of the logo are determined by UNESCO and cannot be modified without the prior agreement of the latter. UNESCO provides the

Chair/network with a high definition electronic format of the composite logo in compliance with the agreed specifications;

- the logo can be used only during the period of validity of the agreement and any extension thereafter;
- the logo must be used cautiously with a view to avoiding misinterpretation by the general public, notably concerning the respective status of the Chair, the University and UNESCO;
- the composite UNESCO/UNITWIN logo shall not, under any circumstances, be used for any commercial purposes, either by the Chair/network or by the University;
- all promotional and information materials published by the Chair/network or the University, bearing the composite UNESCO/UNITWIN logo (example: pamphlets and other electronic documents) should bear the disclaimer: The authors are responsible for the choice and presentation of views contained in this ...and for opinions expressed therein, which are not necessarily those of UNESCO and do not commit the Organization; and,
- the University will assume full responsibility for any legal consequences stemming from the use of the logo.

UNESCO Chairs and networks may not use the UNESCO logo alone without prior confirmation in writing from UNESCO that they can do so.

Progress reports

The university hosting a UNESCO Chair or assuring the coordination of a network party to a UNITWIN Cooperation Programme shall submit to UNESCO a mid-term progress report and a final report on the activities carried out by the Chair/network, their development prospects and the financial resources secured. The report should comply with the UNESCO template (available at: <https://en.unesco.org/unitwin-unesco-chairs-programme> - Progress report form). It will be reviewed by UNESCO and published on the UNITWIN website.

The mid-term progress report should cover the outcomes of the UNESCO Chair or network at the first 24 months of its implementation. Special attention should be given to the impact on capacity-building, knowledge sharing, and national and regional policies.

It is the responsibility of the university hosting a UNESCO Chair or assuring the coordination of a network to ensure that UNESCO receives such reports by 31 May of the year when they become due. Reports should be submitted in electronic form to the following address: Unitwin@unesco.org.

Renewal of agreements

The head of the host institution can request the renewal of the Agreement six months before its expiry date. The renewal documentation must include a letter from the head of the host institution to the Assistant Director-General for Education requesting for the renewal, a final report on the activities carried out by the Chair/network; a detailed work plan for the renewal period; and detailed information on the budget secured for its implementation.

UNESCO's approval to renew the agreement will depend on the favorable assessment of the work done by the Chair/network (quality and relevance of the objectives and activities in relation to UNESCO's priorities and mandate), of the relevance of the activities proposed for the renewal period, and of the resources secured to facilitate their successful implementation.



Steps to renew a UNESCO Chair / UNITWIN Cooperation Programme

Termination of agreements

When a UNESCO Chair or a network does not comply fully with the terms of the Agreement, UNESCO will exercise its right to close the Chair or the UNITWIN Cooperation Programme. Closed Chairs or UNITWIN Cooperation Programmes cannot be reopened.

Circumstances under which UNESCO will terminate or not renew the agreement are as follows:

- failure to submit timely progress reports;
- failure to submit requests to renew the agreement six months before its expiry;
- progress reports received by UNESCO are evaluated negatively; and,
- the objectives of the UNESCO Chair/network no longer correspond to UNESCO's mandate or priorities.

Evaluation and monitoring

Quality performance is of paramount importance to the UNITWIN Programme. The intention is for UNESCO Chairs and networks to become poles of excellence and innovation.

The first level of evaluation should be the university itself to ensure that the UNESCO Chair/network is making a difference, particularly in improving capacity in developing country partners. UNESCO expects that host/coordinating universities will take a results-based management approach. UNESCO may organize other forms of evaluation with the active participation of National Commissions, which play a key role.

Evaluation may be internal or external and can also take the form of consultation meetings, workshops that include partners, or visits by UNESCO staff to the UNESCO Chairs/networks.

The UNITWIN website

The UNITWIN website is an integral part of the UNITWIN Programme and provides current essential information on the Programme. The future UNITWIN portal will serve as a tool for sharing information on Chairs' and networks' activities; networking; developing collaborative projects; and establishing virtual communities of practice. The usefulness of the future portal will depend on the quality and accuracy of the information that it contains. UNESCO

Chairs and networks are therefore encouraged to provide high quality and reliable information on their activities and future plans.

Role of National Commissions for UNESCO

As a key programme actor, National Commissions for UNESCO:

- support higher-education institutions prepare their applications for the establishment of a UNESCO Chair or UNITWIN Cooperation Programme;
- ensure that proposals meet eligibility criteria;
- facilitate networking, sharing of information and good practices among Chairs established in the country;
- make available information on the activities carried out by the UNESCO Chairs/networks to the national, regional and global levels;
- transmit to UNESCO UNITWIN applications; and,
- contribute to programme evaluations their own perspective on the Chairs'/networks' relevance, activities, development prospects and impact.

Coordination of the UNITWIN Programme

Coordination of the UNITWIN Programme is a shared responsibility. The Section of Higher Education, within the Division for Policies and Lifelong Learning Systems of the Education Sector, has overall management and coordination responsibility in close cooperation with the Programme Sectors, Field Offices, and UNESCO Institutes and Centres involved in the Programme. At the regional and national level, National Commissions are expected to be partners with UNESCO Offices, Institutes and Centres in assuring the coordination of established UNESCO Chairs/networks.

Guidelines for the submission of project proposals

This project outline indicates the information which is required in order for UNESCO to evaluate your proposal. Details are requested in order for UNESCO to analyze the importance of the project in the context in which it is proposed.

The proposal not exceeding 10 pages, excluding annexes, should be presented in a separate document and not on this form.

A complete application is comprised of the following documents:

1. letter from the President/Rector/Vice-Chancellor proposing to UNESCO the establishment of the UNESCO Chair/UNITWIN Cooperation Programme;
2. proposal following the UNESCO template;
3. letter of support to the project from the National Commission for UNESCO;
4. CV of the expert nominated as Chair holder or Network Coordinator; and,
5. letters of support from partners (academic, donors, foundations, NGOs etc.).

Incomplete applications will not be considered. Proposals received after 30 April will be considered the following year.

A. INSTITUTIONAL DATA

1. Project title:
2. Expected starting date:
3. Duration:
4. Domain(s) or discipline(s) concerned:
5. Name and full address of host institution:
6. Faculty(ies)/Department(s) concerned:
7. Executing institution:
 - Project leader/contact person (name, curriculum vitae):
 - Full address/telephone/fax/e-mail/website:
8. Partners (name and address of participating institutions):
9. Total project budget (US \$):
10. Funding sources – organizations, bodies, and amounts
 - In cash
 - In kind

B. PROJECT DESCRIPTION

1. Type of project

- UNESCO Chair ☐
- UNITWIN Cooperation Programme ☐

2. Domain(s) or discipline(s)

Please indicate how the domain(s) or discipline(s) are related to one or more of UNESCO's priorities, and to the achievement of the 2030 Agenda for Sustainable Development, including the contribution of the project to national and regional development:

- a. Projects corresponding to UNESCO's priorities for 2018-2021
- b. Projects corresponding to the Medium-Term Strategy for 2014-2021
<http://unesdoc.unesco.org/images/0022/002200/220031e.pdf>
- c. Projects corresponding to the Sustainable Development Goals
<http://en.unesco.org/sdgs>
- d. Contribution to the Sustainable Development Agenda
- e. Contribution to national and regional development

3. Context, justification and summary of the project

Analyse trends and issues surrounding the theme of the proposal. What difference will the project make in terms of capacity-building, transfer of knowledge, and strengthening links between universities/other higher education institutions and development bodies?

- a. Context and justification (300 words)
- b. Summary of the project (150 words)

4. Objectives

Development objective (long term) – contribution to overall sustainable development goals taking into consideration social, economic and cultural development

Specific objectives- not exceeding 4 short-term needs to be addressed by the proposal

5. Type of activity (several types of activities can be mentioned)

- Postgraduate teaching programme ☐
- Short-term training ☐
- Research ☐
- Visiting professorships ☐
- Scholarships ☐
- Institutional development ☐
- (including strengthening of information/library services, laboratories and so on)

6. Target beneficiaries

- | | |
|-----------------|--------------------------|
| Students | ☐ |
| Academics | ☐ |
| Practitioners | ☐ |
| Other (specify) | ☐ |

7. Visibility and expected results at the national, regional and international level

Quantitative and qualitative results clearly identified.

Please indicate how the visibility of the project activities will be ensured, for example, through publications, brochures and websites, including relevant performance indicators and targets.

8. Implementation strategy

Please indicate how the project will be implemented.

1. Management
2. Capacity-building
3. Sustainability
 - linkages with other relevant activities at institutional, national, regional and international levels
 - how will benefits be sustained?
4. Transfer of knowledge

9. Proposed schedule of major activities

There should be a clear link between the activities and the objectives to be achieved. The schedule should show activities, timing and expected outcomes.

C. PARTNERSHIPS/NETWORKING

The UNITWIN/UNESCO Chairs Programme encourages partnerships (North-South-South) among institutions of higher education, NGOs, foundations, agencies, and public and private sector organizations or businesses.

Please attach letters of support from the heads of the institutions or businesses concerned, confirming their commitment to cooperate and to contribute to the project.

1. Participating partner institutions (name and address of each)
Confirmed:
Proposed:
2. Other inter-university networks for partnership (name and address of each)

D. FUNDING OF THE PROJECT

Please attach supporting documents for each type of financing, for example, exchange of letters.

1. Total project budget – full details – categories of expenditure, etc.

2. Contribution of your institution

Budgetary provision (in US \$)

In-kind services (in US \$)

3. Additional resources to mobilize

- Please refer to the total project budget under D.1 and indicate items for which you will mobilize additional resources.
- Indicate donor funding source, purpose and amounts (US \$) – contributions proposed or approved by donors.
- Potential funding sources (for example, UNDP, regional development banks, foundations, NGOs, national/bilateral donors, the public or private sector). Indicate those funding sources for which your institutions/associations or the national authorities in your country are in a position to approach and those for which you request external support.

E. SUPPORT

Institutional support

Please note that the project should be presented by the Vice-Chancellors, Rectors or Presidents of the participating institutions.

UNESCO support

Involvement of the UNESCO Offices, Institutes and Centres in your region is important for the processing of the project proposal. Contact with the relevant programme sector at UNESCO Headquarters can also help in defining the project. In the case of applications for UNITWIN Cooperation Programmes, it is recommended that proposals be prepared in consultation with the UNESCO Focal Point/staff responsible for the area of expertise at UNESCO Headquarters.

Support by the National Commission for UNESCO in the country concerned

The UNESCO National Commission plays a vital role in the UNITWIN/UNESCO Chairs Programme and should be a partner in the national discussions on the proposal for a UNESCO Chair or UNITWIN Cooperation Programme.

Other support

Please specify.

F. ADDITIONAL INFORMATION

Please add any relevant information not covered in the sections above.

Contact

UNITWIN / UNESCO Chairs Programme

Section of Higher Education
Division for Policies and Lifelong Learning Systems
Education Sector

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