TURING

SCHEME

The UK's global programme to study and work abroad

UK Government

The Turing Scheme Programme Guide

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BRITISH COUNCIL

ECORYS

Contents

Introduction

This document is intended to provide a guide to the Turing Scheme. It includes information about the opportunities available, the benefits of participation and the contribution it will make to education and training throughout the UK. The guide will be of particular interest to prospective applicants for funding, namely UK education providers, as it gives details of how the Turing Scheme will be implemented and some of the key considerations for those wishing to get involved. It will also be an important aid to those who would like to promote the Turing Scheme more widely.

The Turing Scheme provides funding for those individuals undertaking education and training in the UK to go on study or work placements across the world. It affords the opportunity for UK organisations to offer life-changing experiences abroad for their pupils, students, and learners. Funding is open to UK and British Overseas Territories organisations from across the education and training sector, including schools, universities, further education colleges and providers of vocational education and training.

This funding allows organisations to provide students, learners and pupils with the chance to develop new skills, gain vital international experience and boost their employability. They can also develop a wide range of soft skills, language skills and a better understanding of other cultures. Organisations can build relationships with international peers and gain fresh ideas.

The Turing Scheme will contribute to the UK Government's commitment to a Global Britain, by helping organisations enhance their existing international ties and forge new relationships around the world. The Delivery Partner for the Turing Scheme is a consortium comprising the British Council and Ecorys UK, working on behalf of the Department for Education.

Objectives

The Turing Scheme will provide education and training opportunities with a global reach for the UK. Funded projects must address four main objectives:

Global Britain

In line with the UK government's vision of a global Britain, Turing Scheme projects will support high-quality placements, enhance existing partnerships and encourage the forging of new relationships across the world.

Levelling up

Turing Scheme projects will support social mobility and widen participation across the UK. They should help and promote equal access and opportunities to all pupils, students, and learners regardless of their background.

Developing key skills

These projects will offer unique, career-building opportunities. They will give participants the hard and soft skills sought by employers and bridge the gap between education and work.

Value for UK taxpayers

These projects will optimise social value in terms of potential costs, benefits, and risks.

Scale and scope

The Turing Scheme will:

- provide funding for the mobility of pupils, students, and learners
- offer placements globally
- cover higher education (HE), further education (FE), vocational education and training (VET), and schools sectors of education and training
- provide funding for the outward mobility of participants from the UK, and British Overseas Territories

To allow maximum flexibility in meeting the needs of each sector, there will be no limits on participant numbers in respect of destination or the type of mobility undertaken. The Turing Scheme is a fully international scheme and allows participants to travel anywhere in the world, as long as foreign travel advice provided by the Foreign, Commonwealth and Development Office (FCDO) is respected.

Applications and timelines

- Turing Scheme funding is available for the academic year 2021-22.
- **For HE provider applications:** study activities taking place in countries with different academic periods or term dates may begin outside the 2021-22 academic year, but most of the duration must take place within these dates. Activity outside of these dates will not be funded by the Turing Scheme.

Please note that applications **may not be resubmitted** - we will accept the first submission of an application only.

Should we find that there is sufficient excess funding available after the first round of applications, we will consider the possibility of opening a second call for applications. If that is the case, we will publish details of a second bidding window.

Eligibility criteria and grant rates

Higher education

Project durations and eligible period for activity

All projects will have a start date of 1 September 2021 and an end date of 31 August 2022.

Individual HE study placements may start before 1 September 2021 and end after 31 August 2022, if necessitated by semester dates in other countries, but the majority of the mobility duration should happen between the eligibility dates. All placements should be part of the student's academic year 2021-22 programme of study. Academic year 2020-21 or 2022-23 activity cannot be funded through this year's Turing Scheme. Participants will only receive funding for the duration that takes place during the eligible mobility window, and mobilities will still need to respect the programme's minimum and maximum durations during that window in order to be eligible for funding.

If your final project activity ends before 31 August 2022, you are encouraged to submit a final report within one month of that final mobility activity and close the project before that date and receive any outstanding funding if applicable at that point.

Eligible sending organisations/applicants

Participating higher education providers must be an officially recognised HE provider registered in the UK or a British Overseas Territory. As part of eligibility checking, the Delivery Partner will verify a HE provider's recognition status through the following methods:

- if in the UK, checking that the applicant organisation is a 'recognised' or 'listed' body on the [Government Officially Recognised HE providers](#) website
- if in a British Overseas Territory, registered with the appropriate authorities

HE consortia applications are not possible.

Individuals cannot apply directly for a grant.

Applications from transnational education (TNE) campuses and students are not eligible.

Turing Scheme funds cannot be used to travel from a sending UK based HE provider to its own overseas branch campuses.

Eligible receiving organisations

HE providers in the UK can send their participants to the following receiving organisations outside of the UK (or in the case of applicants in British Overseas Territories, outside of the British Overseas Territory in question):

- any HE provider
- any public or private organisation active in the labour market or in the fields of education and training. For example, such an organisation can be:
    - a public or private, a small, medium, or large enterprise (including social enterprises)
    - a public body at local, regional, or national level
    - a social partner or other representative of working life, including chambers of commerce, craft/professional associations, and trade unions
    - a research institute
    - a foundation

- a school/institute/educational centre (at any level, from primary school to upper secondary education, and including vocational education and adult education)
- a non-profit organisation, association, non-governmental organisation (NGO)
- a body providing career guidance, professional counselling, and information services

There are no restrictions on the country in which the mobility takes place. However, FCDO travel advice must be adhered to. It is the responsibility of the grant beneficiary to assure adherence.

Participating HE providers will be responsible for ensuring that they have suitable agreements and arrangements in place with the host organisation. There is no specific inter-institutional agreement template required by the Turing Scheme.

Eligible participants

To take part in an HE Turing Scheme mobility, participants must be:

- registered at a UK or British Overseas Territories HE provider and enrolled in studies leading to a recognised degree or another recognised tertiary level qualification (up to and including the level of doctorate)
- recent HE graduates, who may participate in a traineeship and must carry out and complete their traineeship abroad within 12 months of graduating. Graduates do not need to be selected before they graduate

Participants do not need to be UK nationals to be eligible for the scheme.

For those participants under the age of 18, appropriate safeguarding rules must be adhered to (please see safeguarding section later in the programme guide).

Activities

HE students can undertake both study and work placements abroad. These placements can last for four weeks to 12 months.

Grant rates

Organisational support will be made available and covers the costs directly linked to the administration and implementation of a placement. Under each project, £315 will be provided per participant for the first 100 participants. From the 101st participant onwards, £180 will be provided per participant.

Cost of living

An amount of funding will be provided to contribute towards the general cost of living for each participant. Destination countries are grouped into three categories: Group 1 (high cost of living), Group 2 (medium cost of living), Group 3 (lower cost of living). The rates that will be provided have been outlined below.

Please note that the full list of destination countries within each group is available on the Turing Scheme website.

HE student placements of four to eight weeks will receive:

- £545 per month (equal to £136 per week for Group 1 destinations)

➥ £480 per month (equal to £120 per week for Group 2 and 3 destinations)

HE student placements of nine weeks to 12 months will receive:

➥ £380 per month (for Group 1 destinations)
➥ £335 per month (for Group 2 and three destinations)

Additional support for participants from disadvantaged backgrounds

The Turing Scheme provides life-changing opportunities for everyone, and additional support is available for HE participants coming from a disadvantaged background if they meet one or more of the criteria as detailed at Annex A.

However, we recognise that institutions may identify students who do not strictly meet our definition of disadvantage but have a very strong case for the extra assistance support that disadvantaged students will receive. We urge institutions to make this case clear in their bids as we will allow some discretion where appropriate.

Participants meeting the disadvantaged background criteria outlined in Annex A from less advantaged backgrounds on an HE placement will receive an additional £110 per month to their cost of living grant. As such, the total cost of living grant funding provided to students from disadvantaged backgrounds will be as follows:

For placements of four to eight weeks:

➥ £163.50 per week (to Group 1 countries)
➥ £147.50 per week (to Group 2 and 3 countries)

For placements of nine weeks to 12 months:

➥ £490 per month (to Group 1 countries)
➥ £445 per month (to Group 2 and 3 countries)

An amount of funding will be provided to go towards the direct costs of travel for a placement for students from disadvantaged backgrounds only. This will be dependent on distance between the host and destination provider and will support the cost of the round trip. All amounts available have been outlined below:

➥ 10 to 99km: £20
➥ 100 to 499km: £165
➥ 500 to 1,999km: £250
➥ 2,000 to 2,999km: £325
➥ 3,000 to 3,999km: £480
➥ 4,000 to 7,999km: £745
➥ 8,000 to 12,000km: £905
➥ 12,000km+: £1,360

Please use Google Maps to calculate distance. You will need to follow the below steps:

1. Right-click on your starting location.
2. Choose 'Measure distance'.
3. Click on your destination to create a path to measure.

The scheme will also provide financial assistance towards exceptionally expensive travel. This funding is specifically to support expensive travel if applicants can justify that the standard funding for travel under the Turing Scheme does not cover at least 80% of the travel costs of participants. Assessors will reduce the expensive travel cost claim if the request is considered too large or a clear justification has not been provided. Applicants must therefore provide a detailed justification and breakdown of their claim in the application form.

Participants from less advantaged backgrounds will also receive funding for exceptional costs. Exceptional costs are calculated on an actual cost basis and are specifically for any additional costs incurred to support the participation of disadvantaged participants. Funding covers costs such as passports/visa/insurance/appropriate clothes/luggage as necessary.

For HE students who do not meet the above criteria for additional support, there may be other grants available to cover some travel expenses, depending on the normal place of home:

- England - https://www.gov.uk/travel-grants-students-england
- Scotland - Guide to undergraduate funding – SAAS
- Wales - https://www.studentfinancewales.co.uk/undergraduate-students/new-students/what-financial-support-is-available/travel-grant.aspx
- Northern Ireland - Spending part of your degree course abroad | NI direct and How much full time undergraduate Travel Grant for NI students can I get? - Student Finance NI
- Participants from British Overseas Territories should check with their government's education department for the details of support available to them

Additional support for special educational needs and disabilities (SEND)

The term SEND refers to learners with special educational needs (SEN), including those whose SEN arise because they have a long-term disability that has a substantial and long term effect on the ability to do normal everyday tasks or are in receipt of Disabled Student Allowance.

This would include learners who identify as having a disability, special needs or a medical condition as categorised below:

- social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- blind or have a serious visual impairment uncorrected by glasses
- deaf or have a serious hearing impairment
- a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- mental health condition, such as depression, schizophrenia or anxiety disorder
- specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- physical impairment or mobility issues, such as difficulty using limbs or using a wheelchair or crutches
- disability, impairment or medical condition that is not listed above

For participants with SEND, the Turing Scheme will fund up to 100% of actual costs for support directly related to their additional needs. This can also be used to cover pre-mobility visits by the sending organisations to carry out risk assessments and ensure participants will be able to equally

access and take part in all elements of a placement. Pre-visits can be for a maximum duration of three days, and funding can be used for both learners and accompanying staff. Pre-visits are not available for any other purpose.

Further education and vocational education and training (FE and VET)

Project durations and eligible period for activity

All projects will have an end date of 31 August 2022 and all mobilities must take place before this date to be considered eligible. If your final project activity ends before 31 August 2022, you are encouraged to submit a final report within one month of that final mobility activity and close the project early and receive any remaining outstanding funding if applicable.

Eligible sending organisations/applicants

An FE and VET study and traineeship mobility project must comprise of one or more of the following organisations:

- an FE college or school active in the field of FE and VET
- a local or regional public authority, coordination body or other organisation with a role in the field of FE and VET
- a company or other public or private organisation hosting, training or otherwise working with learners and apprentices in FE and VET
- a company or other public or private organisation applying on behalf of a consortium of FE and/or VET providers

Individuals cannot apply directly for a grant.

Mobility consortium

If you are applying as part of a mobility consortium, it must include at least one college or school active in the field of FE and / or VET studies.

A mobility consortium can include organisations that provide administrative support to other members of the consortium.

The role and obligations of supporting administrative organisations must be formally defined in the application form. All contributions of supporting administrative organisations must comply with the scheme rules. Subcontracting to third parties not identified in the application form is not permitted. If subcontracting rule breaches are identified during a project lifecycle then funding may be withdrawn.

Eligible receiving organisations

FE and VET providers in the UK can send their participants to the following receiving organisations outside of the UK (or in the case of applicants in British Overseas Territories, outside of the British Overseas Territory in question):

- any public or private organisation active in the field of further education or vocational education and training
- any public or private organisation active in the labour market or in the fields of education and training. For example, such an organisation can be:
    - a public or private, a small, medium, or large enterprise (including social enterprises)
    - a public body at local, regional, or national level
    - a social partner or other representative of working life, including chambers of commerce, craft/professional associations, and trade unions a research institute

- a foundation
- a school/institute/educational centre (at any level, from primary school to upper secondary education, and including vocational education and adult education)
- a non-profit organisation, association, non-governmental organisation (NGO)
- a body providing career guidance, professional counselling, and information services

There are no restrictions on the country in which the mobility takes place. However, FCDO travel advice must be adhered to. It is the responsibility of the grant beneficiary to assure adherence.

Eligible participants

The Turing Scheme will offer mobility funding for:

- learners on recognised UK FE or VET courses and apprentices
- persons accompanying FE or VET learners abroad for safeguarding purposes
- a recent graduate of a FE or VET provider
- those not in permanent education or training, who may be re-training or upskilling, if their training is taking place through colleges or schools, or through government funded training

There is no minimum or maximum age limit imposed on participants.

For participants under the age of 18, appropriate safeguarding rules must be adhered to.

There is no minimum or maximum number of participants per project.

Learners do not need to be UK nationals to be eligible for the scheme.

Activities

An FE and VET mobility project must comprise of one or more of the following activities:

- studies in FE and/or VET providers and/or companies abroad
- traineeship in FE and/or VET providers and/or companies participation in skills competitions abroad

Duration

The following durations apply for FE and VET activities:

- FE and/or VET studies and traineeship mobility in FE and/or VET providers and/or companies abroad from 10 days to 12 months excluding travel time
- Where duly justified in the application form, mobilities for five days can be run for participants with special educational needs and/or disabilities
- Participation in skills competitions abroad, from one to 10 days
- Placements outside of Europe should have a minimum duration of 15 days excluding travel time

Grant rates

Under the Turing Scheme, UK organisations with successful applications will receive funding towards delivering placements. This will include providing participants with grants to help cover travel expenses and costs of living and administrative funding for delivering the projects.

Organisational support will be made available and covers the costs directly linked to the administration and implementation of a placement. Under each project, £315 will be provided per participant for the first 100 participants. From the 101st participant onwards, £180 will be provided per participant.

Travel costs

An amount of funding will be provided to go towards the direct costs of travel for a placement. This will be dependent on distance between the host and destination provider and will support the cost of the round trip. This will be available to all participants in FE and VET. All amounts available have been outlined below:

- 10 to 99km: £20
- 100 to 499km: £165
- 500 to 1,999km: £250
- 2,000 to 2,999km: £325
- 3,000 to 3,999km: £480
- 4,000 to 7,999km: £745
- 8,000 to 12,000km: £905
- 12,000km+: £1,360

Please use Google Maps to calculate distance. You will need to follow the below steps:

1. Right-click on your starting location.
2. Choose 'Measure distance'.
3. Click on your destination to create a path to measure.

The scheme will also provide financial assistance towards exceptionally expensive travel. This funding is specifically to support expensive travel if applicants can justify that the standard funding for travel under the Turing Scheme does not cover at least 80% of the travel costs of participants. Assessors will reduce the expensive travel cost claim if the request is considered too large or a clear justification has not been provided. Applicants must therefore provide a detailed justification and breakdown of their claim in the application form.

Linguistic support

Linguistic support refers to language preparation for placements over 19 days, undertaken by learners before their placement starts. Linguistic support is provided in form of a financial grant (£135 per participant) to cover expenses such as classroom courses or learning materials for the language used within the host organisation, as well as day-to-day vocabulary in the language of the host country, to ensure learners will be ready to live and work in a different environment and in a different country. Linguistic preparation plans must be relevant and appropriate to the participant's FE or VET qualification, as well as proportional to the length of their placement.

Cost of living

An amount of funding will be provided to go towards the general cost of living for each participant. This will vary depending on sector and destination country. Destination countries will be grouped into three categories: Group 1 (high cost of living), Group 2 (medium cost of living), Group 3 (lower cost of living.

Please note that the full list of destination countries within each group is available on the [Turing Scheme website](#).

For learners on an FE and VET placement, they will receive:
- To Group 1 destinations: £109 per day for the first 14 days, £76 per day after the 14th day
- To Group 2 destinations: £94 per day for the first 14 days, £66 per day after the 14th day
- To Group 3 destinations: £80 per day for the first 14 days, £56 per day after the 14th day

Additional support for participants from disadvantaged backgrounds

For the purpose of the Turing Scheme, please refer to Annex A for how we are defining FE and VET participants coming from a disadvantaged background.

However, we recognise that institutions may identify students who do not strictly meet our definition of disadvantage but have a very strong case for the extra assistance support that disadvantaged students will receive. We urge institutions to make this case clear in their bids as we will allow some discretion where appropriate.

FE and VET participants from defined disadvantaged backgrounds will receive actual costs for additional travel expenses. Exceptional costs are calculated on an actual cost basis and are specifically for any additional costs incurred to support the participation of disadvantaged participants. Funding covers costs such as passports/visa/insurance/appropriate clothes/luggage as necessary.

Additional support for special educational needs and disabilities (SEND)

The term SEND refers to learners with special educational needs (SEN), including those whose SEN arise because they have a long-term disability that has a substantial and long-term effect on the ability to do normal everyday tasks or are in receipt of Disabled Student Allowance.

This would include learners who identify as having a disability, special needs or a medical condition as categorised below:
- social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- blind or have a serious visual impairment uncorrected by glasses
- deaf or have a serious hearing impairment
- a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- mental health condition, such as depression, schizophrenia or anxiety disorder
- specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- physical impairment or mobility issues, such as difficulty using limbs or using a wheelchair or crutches
- disability, impairment or medical condition that is not listed above

For participants with SEND, the scheme will fund up to 100% of actual costs for support directly related to their additional needs. This funding can also cover pre-mobility visits by the sending organisation to carry out risk assessments and ensure participants will be able to equally access and take part in all elements of a mobility. Pre-visits can be for a maximum duration of three days, and funding can be used for both learners and accompanying staff. Pre-visits are not available for any other purpose.

Schools

Project durations and eligible period for activity

All projects will have an end date of 31 August 2022 and all mobilities must take place before this date to be considered eligible. If your final project activity ends before 31 August 2022, you are encouraged to submit a final report within one month of that final mobility activity and close the project early and receive any remaining outstanding funding if applicable.

Eligible sending organisations/applicants

To apply for schools projects, your organisation must be registered in the UK or a British overseas territory and either:

- a school providing general, vocational, or technical education on any level from primary school to upper secondary education
- a national school consortium applying on behalf of a number of schools, for example, local or regional authorities, school coordinating bodies or a social enterprise or other organisations with a role in the field of school education

Individuals cannot apply directly for a grant.

As part of eligibility checking, the Delivery Partner will verify an applicant's school status using the following databases:

- England and Wales: https://get-information-schools.service.gov.uk/
- Northern Ireland: http://apps.education-ni.gov.uk/appinstitutes/default.aspx
- Scotland: https://education.gov.scot/parentzone/find-a-school/
- Participants from British Overseas Territories should check with their government's education department for the details of support available to them

Mobility Consortium

Coordinating organisations can make applications on behalf of a mobility consortium. These can be organisations such as a regional body, local authority, school coordinating body, social enterprise or Multi Academy Trust. Or a school/college who can act as an applicant on behalf of other sending organisations. Mobility consortium applications must include a least one school or college active in the field of primary to upper secondary education. Coordinating organisations must explain their role, obligations and relationship with the organisations sending pupils in the application form. Appropriate checks will be carried out to confirm the status of the coordinating organisation. All contributions of supporting administrative organisations must comply with the scheme rules.

Eligible host partner organisations

The host partner organisation(s) must be a non-UK school (or in the case of applicants in British Overseas Territories, outside of the British Overseas Territory in question). It must be an institution providing general, vocational, or technical education on any level from primary to upper secondary education.

There are no restrictions on the country in which the mobility takes place. However, FCDO travel guidance must be adhered to. It is the responsibility of the grant beneficiary to assure FCDO adherence.

Eligible participants

Any pupil enrolled in an eligible school or college participating in education from primary to upper secondary level in the UK or a British Overseas Territories can participate.

- The minimum age for participants to take part in the Turing Scheme is four years old, in line with the minimum compulsory age for a child to enter full time formal education across the UK.
- For school pupil mobilities longer than two months, the participant should be aged at least 14.
- No maximum age limit is imposed.
- For participants under the age of 18, appropriate safeguarding rules must be adhered to.
- Pupils do not need to be UK nationals to be eligible for the scheme.
- There is no minimum or maximum number of participants per project.

Activities

School projects should include one or both of these activities:

- Short-term placements: three days to two months

Pupils can travel with their teachers and work together in the classroom with pupils from a school in another country. Pupils should spend most of that time in the classroom working directly with their partners on activities that support their learning and development (for example soft skills, language skills, academic attainment), relevant to the school's priorities and the aims of their project. These placements are designed to offer international learning experiences to develop an understanding of cultures and languages, and to help pupils acquire social, civic and intercultural competences for their personal development. Funding is permitted for accompanying staff to meet safeguarding requirements.

- Long-term placements: two to six months (only for pupils 14 years and older)

Pupils over the age of 14 can carry out a longer-term placement at a partner school in another country, attending lessons, living with a host family and having an immersive experience in the daily life of the receiving school. The sending and hosting schools are expected to ensure high quality learning outcomes, to provide appropriate recognition for the involved pupils, and to constantly support them during their time abroad. This includes funding for accompanying staff to chaperone participants where necessary as part of safeguarding or duty of care.

Grant rates

Under the Turing Scheme, successful applicants will receive funding towards delivering placements. This will include providing participants with grants to help cover travel expenses and costs of living and administrative funding for delivering the projects.

Organisational support will be made available and covers the costs directly linked to the administration and implementation of a placement. Under each project, £315 will be provided per participant for the first 100 participants. From the 101st participant onwards, £180 will be provided per participant.

Travel costs

An amount of funding will be provided to go towards the direct costs of travel for a placement. This will be dependent on distance between the host and destination provider and will support the cost of the round trip. This will be available to all participants from the school's sector.

All amounts available have been outlined below.

- 10 to 99km: £20
- 100 to 499km: £165
- 500 to 1999km: £250
- 2,000 to 2,999km: £325
- 3,000 to 3,999km: £480
- 4,000 to 7,999km: £745
- 8,000 to 12,000km: £905
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Please use Google Maps to calculate distance. You will need to follow the below steps:

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3. Click on your destination to create a path to measure.

The scheme will also provide financial assistance towards exceptionally expensive travel. This funding is specifically to support expensive travel if applicants can justify that the standard funding for travel under the Turing Scheme does not cover at least 80% of the travel costs of participants. Assessors will reduce the expensive travel cost claim if the request is considered too large or a clear justification has not been provided. Applicants must therefore provide a detailed justification and breakdown of their claim in the application form.

Cost of living

An amount of funding will be provided to contribute towards the general cost of living for each participant. Pupils and accompanying staff on a school placement to any destination will receive:

- £53 per day for the first 14 days
- £37 per day from the 15th day onwards

This is calculated based on the duration of the activity per participant (if necessary, including one travel day before the activity and one travel day following the activity).

Additional support for participants from disadvantaged backgrounds

For the purpose of the Turing Scheme, please refer to Annex A for how we are defining schools' participants coming from a disadvantaged background.

However, we recognise that institutions may identify students who do not strictly meet our definition of disadvantage but have a very strong case for the extra assistance support that disadvantaged students will receive. We urge institutions to make this case clear in their bids as we will allow some discretion where appropriate.

School participants from disadvantaged backgrounds will receive actual costs for additional travel expenses. Exceptional costs are calculated on an actual cost basis and are specifically for any additional costs incurred to support the participation of disadvantaged participants. Funding covers costs such as passports/visa/insurance/appropriate clothes/luggage as necessary.

Additional support for special educational needs and disabilities (SEND)

The term SEND refers to learners with special educational needs (SEN), including those whose SEN arise because they have a long-term disability that has a substantial and long-term effect on the ability to do normal everyday tasks or are in receipt of Disabled Student Allowance.

This would include learners who identify as having a disability, special needs or a medical condition as categorised below:

- social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- blind or have a serious visual impairment uncorrected by glasses
- deaf or have a serious hearing impairment
- a long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- mental health condition, such as depression, schizophrenia or anxiety disorder
- specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- physical impairment or mobility issues, such as difficulty using limbs or using a wheelchair or crutches
- disability, impairment or medical condition that is not listed above

For participants with SEND, the scheme will fund up to 100% of actual costs for support directly related to their additional needs. This funding will also cover pre-mobility visits by the sending organisation to carry out risk assessments and ensure participants will be able to equally access and take part in all elements of a placement. Pre-visits can be for a maximum duration of three days, and funding can be used for both learners and accompanying staff. Pre-visits are not available for any other purpose.

Application and award process

Eligible organisations will be able to apply for funding through the Turing Scheme's online application form. The application process will begin with a call for applications which will launch in March 2021. The form will ask organisations to provide an overview of their project, including details about the project activities, how participants will be chosen, the project budget and organisation details, such as legal name and address, to prove eligibility. Please note that the Delivery Partner will scrutinise any unusually high cost estimates.

Grant management tool (GMT) registration

To access the form, the applicant must register on behalf of their organisation. The applicant will do this via the GMT. The Delivery Partner will provide a step-by-step guide on how to do this once the system is available.

Please note that one person should lead on writing the application form and should also be the individual who submits the form. If the lead applicant changes, please inform the Delivery Partner at:

Turing.scheme@britishcouncil.org for schools or HE, or

Turing-scheme@ecorys.com for FE and VET.

Project plan

The project plan is a projection of anticipated mobility activity across the lifecycle of a Turing Scheme project. It will be created as part of the application and form part of the reporting requirements for a project.

It is therefore important to accurately plan when mobility activity will take place and, where possible, work closely with the host partner organisation(s) while preparing an application.

The project plan will need to be updated on a regular basis through the live reporting tool in order to trigger (if applicable) a project payment request.

Application assessment process

An application will undergo:

- a formal eligibility and exclusion check to verify that the Turing Scheme rules are respected
- a financial capacity check
- a qualitative assessment to evaluate the extent to which the application meets the Turing Scheme objectives and the project meets the award criteria as well as requests for appropriate funding amounts. The application will be assessed by external independent sector experts who will score all applications out of a possible 100 points

Qualitative criteria

Applications will be assessed according to how well they demonstrate the following Turing Scheme policy principles:

Global Britain

In line with the UK Government's vision of a global Britain, Turing Scheme projects should support high-quality placements, enhance existing partnerships and encourage the forging of new relationships across the world.

International engagement	Interpretation of award criteria	Rating
The extent to which the project demonstrates the organisation(s) involved are suitable and demonstrates a strengthening of UK-international relations.	The application clearly demonstrates the participating UK organisation(s) is already working with international partners or looking to start international relationships with suitable project partners. The application demonstrates how the organisation will develop or strengthen their ability to successfully cooperate with international partners in the relevant educational sector. The application demonstrates clear benefits of the UK organisation(s) working with the proposed international partners with clear reasoning for the countries involved.	20/100
The extent the application demonstrates the quality of co-operation and communication strategies between the participating organisation(s).	The proposal shows that the distribution of responsibilities and tasks of all participating organisations is balanced with a focus on quality. The proposal shows that appropriate co-operation arrangements are established between the participating organisations. It indicates appropriate channels for communication between the participating organisations.	

Levelling up

Turing Scheme projects should support social mobility and widen participation across the UK. They should help and promote equal access and opportunities to all pupils, students, and learners regardless of background.

Widening participation	Interpretation of award criteria	Rating
The extent to which the project is reaching out to target groups with fewer opportunities and additional educational needs.	The application includes target groups with less access opportunities or additional educational needs. The application provides clear and concise information on the target groups it intends to work with, identifying any challenges to participation and appropriate measures to overcome them	30/100

The appropriateness of measures for selecting and/or involving participants in the mobility activities.	The application demonstrates a clear and transparent selection process of participants and includes provisions for learners with fewer opportunities and additional educational needs. The criteria are fair and transparent and allow for selecting individuals whom the project aims to address and with a high potential of achieving the intended learning outcomes.	
The appropriateness of measures for supporting learners with fewer opportunities or additional educational needs.	The application demonstrates a clear approach to supporting participants with additional educational needs i.e., ensuring suitable host venues and accommodation. The application considers the needs of learners with fewer opportunities i.e., passport costs, cultural and language preparation.	

Developing key skills

These projects should offer unique, career-building opportunities. They give participants the hard and soft skills sought by employers and bridge the gap between education and work.

To be scored together with:

Value for UK taxpayers

These projects optimise social value in terms of potential costs, benefits, and risks.

Driving positive impact and value for money	Interpretation of award criteria	Rating
The relevance of the project and organisation to the policy priorities of the Turing Scheme.	The application is clearly relevant to the Turing Scheme policy priorities and clearly falls within the scope of the educational sector as well as addressing appropriate target groups.	30/100
The extent the project objectives are verifiable and measurable.	The application should clearly state how the project objectives will be verified and measured and in what form this will take. The application should clearly demonstrate how objectives will be achieved across the entire project lifecycle, including and after the funding ends. The proposed activities are appropriate for achieving the project objectives and will have a positive impact because of participating in the Turing Scheme. The application outlines what	

	type of participants are expected to be involved in the mobility project. The application identifies and addresses clearly specified needs of all participants. The participants' needs are placed at the centre of the application and consideration is given on the likely impact on participation i.e., educational attainment, social mobility, soft power, exposure to new ideas, research, and innovation. The proposed activities are appropriate to address the identified needs of the participants involved in the project. The application provides learners with appropriate opportunities in view of acquiring knowledge and skills for their personal development and employability. The expected outputs of the project are clearly explained and in line with the identified needs of the learners. The expected learning outcomes of the participants are clearly explained and in line with the identified needs of the learners. The application shows that the learning outcomes of the participants will be appropriately recognised or validated.	
The suitability of the project to the needs of the individual participants.	The application outlines what type of participants are expected to be involved in the mobility project. The application identifies and addresses clearly specified needs of all participants. The participants' needs are placed at the centre of the application and consideration is given on the likely impact on participation i.e. educational attainment, social mobility, soft power, exposure to new ideas, research, and innovation. The proposed activities are appropriate to address the identified needs of the participants involved in the project. The application provides learners with appropriate opportunities in view of acquiring knowledge and skills for their personal development and employability. The expected outputs of the project are clearly explained and in line with the identified needs of the learners.	

	The expected learning outcomes of the participants are clearly explained and in line with the identified needs of the learners. The application shows that the learning outcomes of the participants will be appropriately recognised or validated.	
The quality of measures for evaluating and the potential impact of the project on participants and participating organisations during and after the project lifetime.	The proposal includes clear activities for evaluating the outcomes of the project, in particular the quality of the mobility placement. The project is likely to have a substantial positive impact on the participating organisations and participants. The proposal describes the measures that will be taken to ensure lasting effects of the project, including after the end of the project. The project is likely to benefit individuals and organisations other than those directly participating in the project.	
The project provides good value for money.	The proposed activities are new or additional to existing practices within the sending organisation(s). The application provides clear evidence of the benefit of the funding to the applicant organisation and to the participant.	

Applications will also be assessed on the following principles of design and implementation:

Design and implementation	Interpretation of award criteria	Rating
The quality of the practical arrangements, management, and support modalities.	The application demonstrates that efficient measures are put in place and appropriate resources allocated by the participating organisations to ensure high quality mobility activities. The application demonstrates appropriate support measures are in place to support learners with fewer opportunities or additional educational needs. If applicable, the role and added value of the project's UK consortium is clearly described and is relevant.	20/100

The clarity, completeness, and quality of all the project plan.	The application shows that all the project flows have been properly designed to ensure the project to realise its objectives. The application demonstrates a logical approach to project planning and provides clear justification for placement duration including time for pre and post placement activities. The project's activities are clearly defined, comprehensive and realistic. The project plan contains a clear and well-planned timetable. The proposal foresees a clear method and regular and concrete activities to monitor progress and address any problems encountered. Support and monitoring activities are appropriate to the target group and placement duration.	
The quality of the preparation provided to international participants.	The application shows that participants will receive good quality preparation before their mobility activity, including linguistic, cultural and/or educational/technical preparation as necessary.	
A commitment to continuous improvement in project delivery and quality of placement.	The project has a clear approach to participant feedback and outlines how it will capture it.	

Financial capacity checks

Financial capacity means that an applicant has stable and sufficient sources of funding to maintain activity throughout the period during which the project is being carried out.

Where an applicant already has to demonstrate financial health in order to be listed by a regulator and/or to receive public funding, and is therefore listed on a publicly available register or database, we will take this as evidence that the applicant has already been exposed to sufficient financial due diligence checks and therefore has the financial capacity to be funded under the Turing Scheme unless information on these registers or databases indicates that the provider is high risk in which case a financial capacity check will be undertaken.

We expect that private organisations, charities, academies/multi academy trusts and independent schools would not be listed on the registers or databases noted above, so will all receive financial capacity checks.

Full financial capacity checks will consist of:

- a review of audited accounts where they are available or latest accounts on Companies House. In the case of funding requests over £750,000 a full set of audited accounts must be submitted
- a check of credit reference agency records
- a data check on Companies House and Charities Commission if applicable

➡ a due diligence check of an applicant's financial procedures and controls

Before an applicant submits an application form, they should consider if their organisation has sufficient financial capacity to receive funding under the Turing Scheme.

Please note that an organisation's financial capacity will be assessed before a funding decision is made. Financial capacity means that an applicant has stable and sufficient sources of funding to maintain activity throughout the period during which the project is being carried out.

As part of the final reporting requirements beneficiaries in receipt of grants in excess of £40,000 will be required to provide independent external assurance that grant funding has been disbursed in accordance with the grant funding agreement. Costs should be minimised wherever possible, for example including the assurance as an additional requirement to the annual audit. Costs associated in providing this assurance will be authorised as eligible expenditure.

The Certificate of Expenditure, which must be signed by a qualified accountant, should be taken into account when formulating the project budget.

The applicant will be required to complete a self-declaration checklist covering due diligence of their financial procedures and controls.

Project Assessment Board (PAB)

At the end of the assessment process a Project Assessment Board (PAB) comprising representatives from DfE and the devolved administrations will review a recommended list of projects to be funded, per sector, based on application assessment scores awarded by the external assessors.

Issuing of results

Application results will be issued to applicants from all sectors via email in summer 2021.

Grant agreement

Successful applicants for funding must enter into a contract, known as a grant agreement, with the Delivery Partner. This process will begin once application results have been issued in summer 2021.

Grant agreements and applicable documents/annexes will be issued and signed digitally. Please note that more information, including the main terms of the grant agreement, will be published in subsequent versions of this Turing Scheme programme guide.

Payments

Payments will be made to beneficiaries **at the anticipated points of expenditure**. These are defined as the points when the beneficiary needs to spend funding (e.g. to pay staff or provide funding to participants). Beneficiaries will be asked to set out their anticipated points of expenditure as part of the application process and this will be included in the project plan.

Beneficiaries will receive one payment of organisational support funding before mobility activities are due to take place based on the anticipated point of expenditure. This can be up to six months before the first project activity is due to take place. Organisational support is paid at project level with 80% of the total funding paid at the anticipated point of expenditure, and 20% at report.

For all other costs associated with mobility activities, beneficiaries must indicate their anticipated points of expenditure for each month that will have mobilities due to start. The anticipated point of expenditure can be up to three months before each activity is due to begin. The number and frequency of payments related to mobility activities will depend on the number of activities included in a project. These costs are paid at activity level with 80% of the funding for each activity paid at the anticipated point of expenditure. Therefore, how a beneficiary plans on delivering a project is important.

Funding for organisational support and mobility activities can be paid from August 2021 onwards.

The project plan, which is created through collation of the information entered by the beneficiary into the application form, forms the starting point for the payments to be made to the beneficiary by the Delivery Partner. The project plan summarises the mobility start dates, the anticipated points of expenditure, and when requests will need to be submitted for payments to be made.

Beneficiaries will need to fulfil set requirements to trigger a payment. These will depend on the timing of the anticipated points of expenditure and the type of funding. All payments require beneficiaries to have an appropriate bank account setup and a signed grant agreement with the Delivery Partner.

Organisational support will be paid based on the anticipated point of expenditure in the project plan. This will be paid by the Delivery Partner without being triggered by the beneficiary through submission of payment request.

Costs for mobility activities will be scheduled based on the project plan. For any mobilities due to start in August or September 2021, these will be paid by the Delivery Partner at the anticipated point of expenditure based on the project plan without being triggered by the beneficiary through submission of payment request. For mobilities starting from October 2021 onwards, beneficiaries will be required to submit a payment request via live reporting. All requests must be submitted by the last calendar day of a month and should be paid within six to eight weeks. The project plan will include specific dates for the submission of payment requests for each activity to ensure payment can be made in line with the anticipated points of expenditure.

Payments will be directly linked to live reporting, which will take place throughout the lifetime of the project and culminate with the final report within one month of the project's final mobility ending. Payments will be based on regular live reporting and up-to-date participant data, which will be reviewed by the Delivery Partner to determine the eligible costs for each payment. For each payment triggered during the lifetime of the project, beneficiaries will receive 80% of the eligible costs. Live reporting will also update the project plan if there are changes compared to the mobilities

projected in the application. Where live reporting identifies that overpayments have previously taken place, these may be recovered or reconciled when the next payment is due.

At the end of the project, a final payment of up to 20% of eligible project costs or a recovery request will be made when full project expenditure is reported and reconciled against the live reporting data and project plan at final report stage.

The aim of this approach is to ensure that beneficiaries are not paid before the point when funds are needed, in line with Government Managing Public Money guidance, whilst also ensuring that payments made are an accurate reflection of project activities.

Reporting

Beneficiaries awarded funding will be required to provide information in respect of the progress of their project and will be paid on this basis.

Information about the participants and the nature, destination and duration of their mobility will be gathered through the application by the Delivery Partner. Further information regarding additional costs for individual participants, for example those with disabilities, will also need to be provided by beneficiaries to determine the grant level.

Please be aware, information about participants, such as those outlined above, will also be used by the Delivery Partner to monitor the progress in implementing the Turing Scheme overall, and whether it is meeting its objectives.

All reports submitted by beneficiaries must be consistent with the information provided in the project plan at application stage or any updates provided as part of the payment requests as necessary during the project.

A final report will be submitted within one month of the final completed mobility placement, and include the details of all participants, including the destination and duration of their placements. The purpose of the final report is to provide a final complete picture of activities delivered and expenditure incurred and enable a budget reconciliation. Beneficiaries must also submit a certificate of expenditure, or equivalent, with their final report.

Approval of project final reports will trigger a final payment of the 20% of eligible funding held back, if applicable. It may also trigger a request for reimbursement, should the beneficiary not spend the grant they receive.

Beneficiaries will also be required to gather reports from all the participants sent on placement during the project and must submit these to the Delivery Partner, if requested. The final report will include a declaration from beneficiaries that project activities were delivered in line with the objectives set out in their original application for funding, or approved changes during the project.

Compliance assurance check audits and recoveries

Compliance assurance check audits

Turing Scheme beneficiaries may be selected for assurance check audits carried out by the Delivery Partner to assess their compliance with Turing Scheme rules and the terms set out in the beneficiary grant agreement. Projects will be selected for assurance check audits both randomly and as targeted audits. There are three types of assurance check audit:

- Desk check audits are undertaken remotely on the organisation's project activity.
- On-the-spot-check during audits are an on-site visit by the compliance team to an organisation **during live project activity**. This audit is a review of the project and the organisation, reviewing their original records and interviewing staff.
- On-the-spot-check after audits are an on-site visit by the compliance team to an organisation **after the project closure.** This audit is a review of the project and the organisation, reviewing their original records and interviewing staff.

Recoveries

A recovery is the recoup of unused or ineligible grant funds from a beneficiary by the Delivery Partner. A recovery can be initiated at any point during the project lifecycle under, but not limited to, the following scenarios:

- if predicted expenditure is not incurred and has been paid to the beneficiary by the Delivery Partner
- early final report submission by the beneficiary due to activities finishing earlier than expected
- termination of grant agreement by either beneficiary or Delivery Partner
- in cases of liquidation
- once a final report is submitted by the beneficiary to the Delivery Partner after the activity end date, when full expenditure is reconciled or as a result of further assurance checks

The payment arrangement is aimed at keeping recoveries at a minimum. Offsetting will be considered as the preferred method of recovery. Where this is not possible, direct repayment by the beneficiary will be required.

Programme evaluation

Overall evaluation of the scheme will be conducted by independent researchers appointed by the Department for Education. Data provided by beneficiaries through the application and reporting processes will be utilised for programme evaluation purposes. In addition, participants and beneficiaries will be required to take part in activities, such as surveys conducted by the independent researchers to provide further qualitative evidence.

Safeguarding

All sending organisations have a responsibility to safeguard and promote the welfare of participants under the age of 18, and it is the responsibility of the sending organisation to ensure that they adhere to the relevant statutory and non-statutory safeguarding guidance relating to their sector, and nation, and that under 18 year-olds are safe on this international exchange.

Sending organisations need to consider the safeguarding requirements of each devolved nation. For England, key statutory guidance we expect to be followed includes 'Keeping Children Safe in Education' (KCSIE) guidance. For Wales, key statutory guidance expected to be followed is 'Keeping Learners Safe' (KLS). For Northern Ireland, the key guidance expected to be followed for Schools is 'Safeguarding and Child Protection in Schools' and 'Northern Ireland Further Education Colleges Policy Framework, Safeguarding, Care & Welfare Policy' for the FE sector.

We also have the expectation that sending organisations comply with relevant UK legislation and relevant legislation in the country of each partner when planning and executing a mobility. This would include the UK Data Protection Act 1998, and legislation/statutory guidance relevant at any time to the safeguarding and protection of children and vulnerable adults (for example, the 'UN Convention on the Rights of the Child' and 'The Children Act, 1989', and 'Safeguarding Vulnerable Groups Act, 2006').

All participating organisations should have procedures in place for organising off-site educational visits. Organisations wishing to participate in the Turing Scheme must have in place:

- an up-to-date safeguarding or child protection policy
- a code of conduct
- a clear mechanism for reporting any safeguarding concerns

An individual at the top level within the organisation must take responsibility for child protection arrangements, including the commissioning or provision of services. The Child Protection Policy must be signed by the most senior person in the organisation and it must be written clearly, accessible and available to all stakeholders including children.

Please note that a safeguarding checklist will be sent to all successful Turing Scheme applicants. This will need to be completed if any participants under the age of 18 are part of the project activity.

The Delivery Partner may request evidence that the appropriate safeguarding and health and safety steps have been taken. Any non-compliance or issues in this area may result in further action from the Delivery Partner, which could include the termination of the grant agreement.

Visit leaders must have met with the designated safeguarding lead (or equivalent) and considered the arrangements which need to be in place in both countries to ensure the wellbeing of all pupils, including a clear referral pathway to report any concerns. The following safeguarding areas must be addressed before a mobility.

Planning

- Appropriate risk assessments have been completed and the local authority notified of the visit.
- Work has been carried out with partner schools overseas to ascertain the nature of any safeguarding policies and procedures. This should include the types of criminal record checks that have been carried out and any other intelligence gathered where children will be staying with families. Details provided of the expectations they have of host families have been confirmed in writing.
- When feasible and where a visit is being arranged for the first time or involves a significant number of new staff members, a preliminary visit has been carried out.

➧ Where participants aged 18 or above are taking part in the project, this has been assessed and additional consideration has been given to the age of their partners. Consideration must be given to the need for students to have suitable insurance.

School staff
➧ All adults (staff or otherwise) engaged in regulated activity with under 18-year-olds as part of the placement must undergo an enhanced disclosure and barring service (DBS) check.
➧ Ratios of staff to participants must have been agreed with consideration given to the age of the participants, whether any have special needs, the nature of the visit and activities, the experience of the accompanying participants, the duration of the visit and any overnight stays.
➧ All accompanying staff members have been informed of their roles and responsibilities during the visit.
➧ Safe recruitment procedures are in place to carefully screen applicants (staff and volunteers) and to help prevent unsuitable individuals working with children.
➧ Clear whistleblowing procedures are suitably referenced in staff training and codes of conduct.
➧ There is appropriate support for staff, including undertaking mandatory induction and child protection training.
➧ Staff are aware of any known health conditions the children may have including any medication.
➧ All staff have detailed information about parent's emergency contact details.

Children with disabilities
➧ All planning and exchanges take into consideration any young person with a disability (as defined by the Equality Act 2010).

Information for parents/guardians
➧ Information has been provided to parents/guardians/carers about how welfare concerns or instances of abuse can be reported and how these will be managed.
➧ Parents/guardians/carers of children involved in the visit have full details of where their child is staying, a full itinerary of the visit and emergency contact numbers.
➧ Expectations regarding behaviour of children (code of conduct) have been communicated to parents.

Host families (where applicable)
➧ Every reasonable step must be taken to ensure the safety and well-being of participants when they stay with families. Selection and management of host families is crucial to ensuring the safety and protection of children.

Procedures for selecting host families
➧ The visit leader has ensured that the host school has a procedure in place to assess the suitability of homestays and obtained confirmation in writing.
➧ The selection of host families includes police checks (where possible) self-declaration forms (where applicable), code of conduct, house rules, home visit checks, verification of family structure and suitability of sleeping arrangements.

- Selection procedures have been communicated to parents/guardians/carers and their written agreement obtained to confirm satisfaction.
- Families and children have been carefully matched with consideration given to gender, diet, religious belief, and additional needs.

Accommodation during visit
- All children have his/her own bed in a room of someone of their own gender, or a separate bedroom.
- All children have privacy whilst dressing, washing, and using toilet facilities.

Reporting of safeguarding concerns
- Specific guidance has been provided for children on how to report any risks or situations which make them feel uncomfortable. This to include who is the Designated Safeguarding Lead, or equivalent.
- Children and host families are aware of a 24-hour contact number and have been fully briefed as to procedures should problems arise. Staff agree to respond to any concerns immediately and to be available to answer any messages or calls straight away.
- There is a process for recording all child protection incidents/allegations/concerns. This to include those that do not meet the threshold requiring the safeguarding lead or head teacher to be alerted.
- Contingency measures are in place if a child needs to move from the host family for any reason.

Any child protection incident should be communicated to the Delivery Partner:
- Schools or HE projects: turing.scheme@britishcouncil.org
- VET and FE projects: turing-scheme@ecorys.com

Appeals and complaints

Appeals

The Turing Scheme Delivery Partner defines an appeal as a request for a review of a decision taken by the Delivery Partner which the appellant feels has not followed published procedures, for example on the eligibility of an application or the calculation of a final grant amount. The appellant is required to be specific about which published procedure they feel the Delivery Partner has not followed.

Applicants may only appeal once per application or project at each stage of the process, for example once at application and once at final report stage. The appeal must be made using the appeals form and within 10 calendar days of the decision being communicated.

Upon receipt the appeal is logged and assigned for investigation and response by the Delivery Partner. To ensure objectivity, the person(s) investigating the response is always from a different team to the one that made the original decision. The Delivery Partner then aims to send a full and final response to appeals within 10 working days. If the appeal is upheld, corrective action is taken, which may include the original decision being overturned. In cases where the appellant is unhappy with the Delivery Partner's initial response, the Delivery Partner will escalate the appeal internally (via the British Council for HE or schools appeals, or Ecorys for FE and VET appeals). The final escalation route is to the DfE.

To obtain a form, please contact:

- schools or HE projects: turing.scheme@britishcouncil.org
- FE and VET projects: turing-scheme@ecorys.com

Complaints

The Delivery Partner defines a complaint as dissatisfaction with the service provided by the Delivery Partner or by beneficiary organisations that are in receipt of Turing Scheme funding. Complaints can be made by Turing Scheme applicants, funded organisations and from members of the public who have interacted with us. Complaints can be submitted to the Delivery Partner at any time and relate to any stage of an application or project lifecycle.

Customers wishing to make a formal complaint are required to complete a complaints form where the nature of the complaint can be outlined. Once the complaint form has been received it is logged and assigned for investigation and response by Delivery Partner staff. The Delivery Partner then aims to provide a full and final response to the complaint within 10 working days. In cases where the complainant is unhappy with the Delivery Partner's initial response, the Delivery Partner will escalate the complaint internally (via the British Council for HE or schools complaints and Ecorys for FE and VET complaints). The final escalation route is to the DfE.

To obtain a form, please contact:

- schools or HE projects: turing.scheme@britishcouncil.org
- FE and VET projects: turing-scheme@ecorys.com

Annex A - Widening access to disadvantaged groups

We have used a broad basket of measures to define what we mean by disadvantaged groups.

We recognise that your institution may identify participants who do not strictly meet our definition of disadvantage but have a very strong case for the extra support that disadvantaged participants will receive. We urge you to make this case clear in your institution's bid as we will allow some discretion where appropriate.

In addition to those groups that are included within the definition of financial disadvantage, there are a number of groups that are underrepresented in international placements. These include ethnic minority, part-time, disabled and mature students, and students who are first in their family to attend university. We encourage you to set out in your bid if your institution will seek to widen access to participants from these groups.

For the purposes of the Turing Scheme, we are defining participants as coming from a disadvantaged background if they meet one or more of the criteria detailed below.

Higher education participants

Students with an annual household income of £25,000 or less

Students receiving Universal Credit or income-related benefits because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them, such as a child or partner.

Care leavers and students who are care-experienced. This refers to anyone who has been or is currently in care or from a looked after background at any stage of their life, no matter how short, including adopted children who were previously looked after or those who access the Care Experienced Bursary in Scotland.

Students who have caring responsibilities. Caring responsibilities refers to a child or young person up to the age of 25 who provides (unpaid) care or intends to provide care for another person in, or outside of, the family home for someone who is physically or mentally ill, disabled, or misusing drugs or alcohol.

Estranged Students where neither of the students' parents can be found or it is not reasonably practicable to get in touch with either of them.

Refugees and asylum seekers

Further education and vocational education and training participants

Students with an annual household income of £25,000 or less

Students receiving Universal Credit or income-related benefits because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them, such as a child or partner.

Learners in care or who are care-experienced. This refers to anyone who has been or is currently in care or from a looked after background at any stage of their life, no matter how short, including adopted children who were previously looked after.

Students who have caring responsibilities. Caring responsibilities refers to a child or young person up to the age of 25 who provides (unpaid) care or intends to provide care for another person in, or outside of, the family home for someone who is physically or mentally ill, disabled or misusing drugs or alcohol.

Learners in receipt of free meals

Refugees and asylum seekers

Schools participants

Students with an annual household income of £25,000 or less

Pupils who claim or have claimed free school meals at any point in the past six years as a result of being in a low income household. There are differences in how this term is applied across the UK so please review the appropriate measure in your home nation.

Receiving free school lunches in reception class, year 1 and year 2 (England) or primary 1, 2 and 3 (Scotland) does not automatically meet the criteria for Turing Scheme disadvantaged funding. The additional funding for disadvantaged pupils is available if the benefits-related eligibility criteria are met.

Children who are care-experienced, in care and those who have left care through adoption or other formal routes

Refugees and asylum seekers

Widening access

The following groups will not benefit from additional grant funding unless they are also represented in the group identified above but we would welcome bids that featured the following groups as they are under-represented in outward mobilities.

Ethnic minorities. This refers to all ethnic minority including white minorities, such as Gypsy, Roma and Irish Traveller groups.

Special educational needs and disability (SEND). The term SEND refers to students with special educational needs, including those whose special educational needs arise because they have a disability or are receipt of Disabled Students' Allowance. This would include students who identify as having a disability, special needs or a medical condition as categorised below:

- social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- blind or have a serious visual impairment uncorrected by glasses
- deaf or have a serious hearing impairment
- a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- mental health condition, such as depression, schizophrenia or anxiety disorder
- specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
- disability, impairment or medical condition that is not listed above

Part-time students. Part-time includes students recorded as studying part-time or studying full-time on courses lasting less than 24 weeks, on block release, or studying during the evenings only.

Mature students. This refers to students who are over 21 years of age at the beginning of their undergraduate studies, or over 25 years of age at the beginning of their postgraduate studies.

First in their family to attend university. This refers to students who are the first generation to go to university even if the following have gone:

- brothers or sisters
- husband, wife or partner
- biological parents of applicants who have been adopted
- a parent with whom you have had no contact during your secondary and post-16 education (or longer)
- foster parents
- care workers
- uncles, aunts and other members of your extended family

A student would not be recognised as being first in the family if the following have gone to university or are currently doing so:

- parents
- stepparents, a parent's unmarried partner living in the household and adoptive parents who throughout the three-year period prior to the start of your university course have been living in the same household as you