Agreement between Universities UK and [UNIVERSITY NAME] Regarding Mitacs Globalink Research Internship

This agreement is made on [INSERT DAY MONTH] 2022 and will be effective from 01 May 2022 until 31 October 2023.

BETWEEN:

1. UNIVERSITIES UK a company limited by guarantee registered in England and Wales (No 2517018) with its registered office at Woburn House, 20 Tavistock Square, London, WC1H 9HQ, United Kingdom (“UUK”); and

2. [UNIVERSITY NAME] of [ADDRESS] (the “University”)

Background

1. Mitacs is a not-for-profit Canadian national research organisation that manages and funds research and training programmes for undergraduate and postgraduate students and for postdoctoral fellows

2. In 2018, Mitacs appointed Universities UK International, the international arm of Universities UK, to be the UK partner agency for its undergraduate research internship scheme in Canada, called Globalink Research Internship (the “scheme”)

3. A legally binding memorandum of understanding (MoU) has been signed between Mitacs and UUK to provide a framework for increased UK-Canada student mobility and to enable future iterations of the scheme

4. UUK approached UK universities to seek expressions of interest to participate in years one to three of the programme by co-funding their students to participate in the scheme

5. The University has agreed to participate in year three of the programme and has agreed to provide co-funding for its students to participate in the scheme, upon the terms and conditions of this Agreement

About the scheme

6. Mitacs Globalink Research Internship Programme (“GRI”) is a competitive programme which funds undergraduates from partner countries to complete a 12-week summer research internship, in a variety of academic disciplines, under the supervision of a professor at a participating Canadian university

7. To be eligible for the scheme, UK students from participating universities will need to be at least 18 years of age and to demonstrate that they have achieved or are on target to achieve a 2:1 classification (60%+). Students should have one academic year of their undergraduate course – or the undergraduate portion of their integrated masters course – remaining when they return to the UK

8. Students are evaluated by Mitacs on a combination of factors including their academic records, application rationale, skills appropriate to the projects, CV and reference letters. UUK plays no role in the selection of students for this scheme

9. Internships will take place over a 12-week period normally between May and October 2022

10. Applicants must demonstrate oral and written fluency in English or French, depending on the primary language of the GRI research project, as indicated by the host professor

11. Mitacs has decided to run the year three GRI programme in person
Funding model

12. The in person programme costs a total of CAN$[INSERT AMOUNT] per student however, it operates on a matched funding basis. Mitacs will fund two-thirds of the total cost (CAN$[INSERT AMOUNT] per student), and the University is required to pay the remaining third (CAN$[INSERT AMOUNT] per student).

13. Funding for the programme covers research costs, stipend (CAN$[INSERT AMOUNT], paid directly to the student by Mitacs), cost of industry events and professional development workshops, and access to a mentor/buddy scheme.

Obligations of UUK

14. Post-application checks of UK students who have submitted applications to the programme to ensure that all students who have applied to the scheme have an in-principle commitment of co-funding from their home UK university.

15. UUK will confirm to the University in writing which students have been selected to participate in the programme.

16. Management and distribution of finances for the UK’s participation in the scheme; invoicing to and receipt of funds from the University for onward payment to Mitacs.

17. UUK will pay the CAN$[INSERT AMOUNT] per student to Mitacs on the earlier commitment of the University having confirmed it is willing to fund its students, on signature of this Agreement or on payment of these funds to UUK by the University. UUK will pay invoices issued by Mitacs and the University will pay corresponding invoices issued by UUK; there will be no passing of Mitacs’ invoices directly to the University, since Mitacs has chosen to deal with one partner organisation per country in this respect (in this case, UUK).

18. Provision of advice and support to the University and to applicants, from the initial expression of interest to participate in the scheme, to the students’ notification that they have been awarded a place on the scheme (or not).

19. The total number of students that the University shall admit to the scheme in 2022 is [INSERT NUMBER OF CONFIRMED STUDENTS], unless otherwise agreed in writing between the parties.

Obligations of the University

20. Provide UUK with a named point of contact for any queries relating to Mitacs GRI programme or the University’s participation in the scheme.

21. Communicate to UUK any specific student requirements or eligibility criteria attached to co-funding commitments.

22. Communicate to UUK in writing if there have been any changes to the total number of students selected to participate in the scheme as soon as possible and no later than the start date of each individual studentship.

23. Upon receiving an invoice from UUK, pay UUK CAN$[INSERT AMOUNT] per student accepted onto the scheme within 30 days from the invoice receipt date.

Payment and use of funds

24. Due to currency fluctuations UUK will invoice the University for the amount in Pounds Sterling equivalent to CAN$[INSERT AMOUNT] invoiced at the rate of exchange when UUK paid Mitacs plus the international bank transfer fee.
25. The University shall pay to UUK the invoiced amount within 30 days of the date of
receipt of UUK’s invoice. If funds are not paid in full to UUK within 30 days of the
invoice receipt date, the student may be excluded from participating in the programme.
26. The funding paid by the University is non-refundable if the student does not take up his
or her place on the scheme for whatever reason, except where UUK is able to recover
such funding from Mitacs. For the avoidance of doubt, if a student withdraws from the
programme once the pre-agreed internship period has started, the University accepts
that it will still be liable for its portion of the cost of the studentship since UUK will
have paid the studentship costs to Mitacs for the student in question.
27. UUK will not apply the funds received from the University for its own purposes or to
cover its own costs or expenses in connection with the scheme.

Duty of Care
28. Any duty of care owed to UK students participating in this programme is the
responsibility of the University. UUK will not be responsible for the safety or wellbeing
of students participating in this programme.

Data Protection
29. Personal information provided by the University or student to UUK may be used by
UUK or Mitacs for evaluation of expressions of interest and applications, making
payments, for monitoring and evaluation of the award, and for other purposes in
connection with the scheme.

Intellectual Property
30. UUK will not claim ownership, seek a licence, nor adopt any policy position on the
ownership or licensing of intellectual property rights developed through GRI projects
and internships.

Miscellaneous
31. No variation of this Agreement shall be effective unless it is in writing and signed by
both parties (or their authorised representatives).
32. Nothing in this Agreement is intended to, or shall be deemed to, establish any
partnership or joint venture between the parties, constitute either party the agent of
the other party, or authorise either party to make or enter into any commitments for
or on behalf of the other party.
33. No person who is not a party to this Agreement shall have the benefit of or may
enforce any rights hereunder pursuant to the Contracts (Rights of Third Parties) Act
1999.
34. This Agreement and any dispute arising under it shall be governed by English law and
subject to the jurisdiction of the English courts.
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