



Ministerio de
HACIENDA



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DON CARLOS
ANTONIO LÓPEZ**
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Foreign &
Commonwealth
Office



MEMORANDUM OF UNDERSTANDING

between

The Foreign and Commonwealth Office (FCO) - Asuncion

and

Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López

on the creation of

The Chevening/Don Carlos Antonio López Scholarships

1. Purpose of the MoU

This Memorandum of Understanding (MOU) governs the operation of the partnership scheme and reflects, as far as possible, all such schemes for Chevening partnership scholarships.

2. Aims

The aims of the Chevening Scholarships Programme are:

- To attract and select from around the world those scholars who demonstrate the greatest potential to become leaders, decision-makers and opinion-formers in their own countries.
- To ensure scholars' experiences in the UK leave them supportive of the UK.
- To position Chevening as the most prestigious programme of its type in the world.

3. The arrangement

The Foreign and Commonwealth Office (FCO) and Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López, hereafter referred to as «Participants», have decided to collaborate in a scheme to provide Chevening partnership scholarships, known as the Chevening/Don Carlos Antonio López Scholarships, for overseas students wishing to study for a one-year Master's degree in Education or STEM at any accredited university in the UK.

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Attached: Annex A, Annex B



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The Chevening/Don Carlos Antonio López Scholarships will be open to nationals of Paraguay, who should be normally resident in Paraguay and be located there at the time of making an application.

The scheme will start in the UK academic year of 2019/20 (for which Chevening applications open in August 2015) and will continue in effect for a for a **three**-year period. Therefore, awards may be made for academic years 2019/20, 2020/21 and 2021/22 before this agreement expires. The agreement will expire 30 June 2021.

Any review of the arrangements contemplated by this MOU, including amendment, extension or termination, should be sought by a Participant in writing by 30 June in any year in respect of the scheme as it applies to the following academic year.

The administrative contact responsible for this award at Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López will be:

- Name Mario Romero
- Position Coordinador de Planificación y Relaciones Interinstitucionales
- Department Relaciones Interinstitucionales
- Email mario_romero@hacienda.gov.py
- Telephone +59521440007
- Mailing address Estrella 345 – 6° piso. Asunción – Paraguay.

The invoicing contact responsible for this award at Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López will be:

- Name Mario Romero
- Position Coordinador de Planificación y Relaciones Interinstitucionales
- Department Relaciones Interinstitucionales
- Email mario_romero@hacienda.gov.py
- Telephone +59521440007
- Mailing address Estrella 345 – 6° piso. Asunción – Paraguay.

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4. Maximum number of annual Awards

A maximum of 10 Awards will be available under this scheme for each academic year covered by this MOU. There is no implicit undertaking that the maximum number of Awards will be taken up. The number of Awards taken up in each academic year will be contingent on the relevant criteria and objectives for the scholarships being met.

THE SCHOLARSHIPS

5. Award components

Each Award will provide for payment of:

- academic tuition fees including examination and thesis costs;
- a monthly stipend for living expenses sufficient for a single student;
- an allowances package; and
- a return airfare (economy class) to cover travel to and from country of residence by an approved route.

Details of the Award components are set out in the schedule at **Annex B**. Participants will share the costs as specified in section 6, unless otherwise agreed in writing by both Participants.

The rates of allowances are determined by HMG in order to ensure parity across the whole Chevening Scholarships Programme and other HMG-funded schemes.

6. Participant funding

Each Participant has decided to contribute towards the funding of 10 Award(s) in each academic year covered by this MOU. This will break down as follows:

Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López will contribute <<£27,000 per scholar/ £270,000 in total >>

And

The FCO will contribute all other costs as set out in **Annex B**.

The Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López will be invoiced by the Secretariat for its contribution in November of the academic year for which the award will be given.

Costs will be reviewed each year to check for increases/decreases in component costs and to ensure contributions by each participant remain fair and equitable. However, Participants will not consent to or cause additional costs to be incurred in addition to those set out at **Annex B** without the prior written consent of all Participants.

Participants will be invoiced in GBP by the Chevening Secretariat and will hold responsibility for all bank charges incurred.

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7. Levels and specified fields/courses of study

Awards will be granted for a place on a one-year Master's degree in STEM or Education at any accredited university in the UK. Applicants will apply to the any accredited university in the UK in the normal way; Award offers will be made conditional upon acceptance onto an approved one-year Master's degree course.

8. Applicants' conditions of eligibility

Applicants must demonstrate the potential to rise to positions of leadership and influence. They will need to demonstrate that they possess the personal, intellectual and interpersonal attributes reflecting this potential.

Scholars must also:

- Intend to return to the country they were selected from at the end of the period of study.
- Hold a degree that is equivalent to at least a good UK second-class honours degree.
- Have completed at least two years' work, or equivalent experience, by the end of September in the year prior to the academic year for which the scholarship applies (e.g. by September 2018 for courses starting from September 2019).
- Have not already received or be receiving financial benefit from an HMG funded scholarship.
- Provide evidence of meeting at least the minimum English language abilities as set out in the Chevening Guidance for Applicants.
- Not hold dual nationality where one nationality is British (other than for nationals exempt from this requirement listed in the Chevening Guidance for Applicants).
- Not be employees, employees' relatives (or former employees who have left employment less than two years before) of Her Majesty's Government including the FCO (including FCO Posts), the British Council, DFID, MOD, BEIS, DIT and UKBA, the Association of Commonwealth Universities or the Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López or any of their wholly-owned subsidiaries.

Eligibility requirements are subject to change. Effective requirements at the time of application will be those listed in Chevening Guidance for Applicants at www.chevening.org. This guidance should be checked regularly for any revisions during the life of this MOU.


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ADMINISTRATION

9. Administrators of the Chevening Scholarships Programme

The Chevening Scholarships Secretariat of the Association of Commonwealth Universities, hereafter referred to as «The Secretariat», will be responsible for administering the Chevening Scholarships Programme on behalf of the FCO.

10. Application and selection procedures

Application

Applications for the Awards will be made through the Chevening on-line application system.

Longlisting and shortlisting

Once the application deadline has passed the Secretariat will prepare a list of eligible applicants in accordance with the eligibility criteria. Eligible applications will then be passed to an independent Reading Committee, assembled by the Secretariat, comprised of a Regional Specialist and an Academic Specialist. The Reading Committee will evaluate all eligible applications and determine a long-list of recommended applicants.

The long-list applications of recommended applicants will be reviewed by the FCO Post (Posts are defined as the FCO's international network of Embassies and High Commissions). Post will draw up a short-list of those that shall be called to interview. The Secretariat will take up references for applicants.

The Secretariat will inform all unsuccessful applicants of the outcome of the long and short list selection processes.

Interview

Posts will share the details of applicants to be interviewed with the Secretariat via the online application system.

The Secretariat will advise the applicants that they will be invited to interview.

Interviews will be conducted by Posts in-country alongside other Chevening interviews.

Representatives from each Participant will join the interview panel on a date or dates to be decided by the Participants (see model timetable in **Annex A**). Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López may nominate an external interview panellist or defer to the FCO Post if they are unable to attend the interview panel.

Selection

After interviews, Participants jointly decide upon the final selection of successful, reserve and unsuccessful applicants and the Secretariat then advises each applicant of their status.

FCO Post will send out the award offers and the Secretariat will make the administrative arrangements for scholars prior to their departure and for their period of study.

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11. Promotion and publicity

The Participants will jointly promote the Awards as widely as possible and they will be acknowledged equally in all promotion and publicity surrounding it.

The Awards will be promoted as a distinct opportunity by each of the Participants. The FCO will promote the Awards on the www.chevening.org website and other online digital platforms such as the Official Chevening Page on Facebook and on Twitter.

Participants and the Secretariat will use their best endeavours to ensure that the Awards are fully utilised each year.

Participant logos, trade names, trademarks or service marks cannot be used without prior written consent from all Participants and must only be used in relation to the Chevening/Don Carlos Antonio López Scholarships. Any public reference to this partnership scheme (including press releases and adverts) must be approved by all Participants before public dissemination.

As part of this agreement all partners are publicised on the Chevening.org website showcasing the partnership and advertising the opportunity to applicants. If debt is incurred by the partner to the FCO for a period of 6 months or longer (in line with payment terms outlined in Annex A) then the partner's profile will be removed from the Chevening.org website and will no longer be publicised.

12. Administration and welfare

A model timetable for the administration of the Award scheme, promotion and publicity, and application and selection procedures is set out at **Annex A**.

The Secretariat will, on behalf of the FCO, be responsible for:

- The administration and welfare of the scholars;
- Paying the appropriate stipends and allowance package directly to the scholars;
- Booking and making payment for a return flight (economy class) for each scholar; and
- Enrolling the scholars in its full Events and Engagement Programme, and offer the opportunity to be paired with a Chevening alumnus

All cost components are set out in **Annex B** of this MOU.

13. Participants' rights and benefits

Participants who decide to sponsor scholars under the Chevening Scholarships Programme can expect the following benefits:

- Opportunity to be a partner with the FCO in building influence among the leaders of the future in a wide range of sectors.

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Attached: Annex A, Annex B



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- The association of the sponsor's brand with the prestigious Chevening brand, including the right to use their own branding at networking and other events.
- Benefit of the expertise and access of FCO officers at Posts in identifying those with potential to rise to positions of influence, and in maintaining contact with the scholars and alumni.
- Networking with a large body of influential alumni through invitations to Chevening events in London and overseas.
- Marketing of the sponsor's name in the countries in which partnership scheme operates.



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Attached: Annex A, Annex B



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14. Signatures

Signed

Date 22/02/2019

Print name / position MATTHEW HEDGER, H. M. AMBASSADOR

For the Foreign and Commonwealth Office

Signed

Date 22/02/2019

Print name / position General Coordinator

For Programa Nacional de Becas de Postgrado en el Exterior Don Carlos Antonio López

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Annex A

CHEVENING SCHOLARSHIPS: PARTNERSHIP SCHEME

ILLUSTRATIVE ADMINISTRATIVE TIMETABLE

Month	Action
Year before award is due	
By 30 June	Participants review the scheme where necessary and decide costs and allowances, scholarships, advertisements, information for websites, application form etc
July to November	Scholarship(s) advertised in specified countries by FCO Posts/The Secretariat. The Sponsor should also bring scheme to attention of potential applicants.
November	Deadline for receipt of applications via the online application system
November to December	Eligibility review by Secretariat.
December to January	Reading Committees evaluate applications and draw up long-list.
Year of award	
January to February	FCO Posts review long-list and determines short-list.
March to April	Interviews of all short-listed applicants conducted by FCO Posts and partners where agreed.
April to May	Final selection of successful applicant(s) (including reserves where there are suitable applicants) approved by Participants.
May to June	FCO Posts notify successful applicants and, on confirmation of acceptances, The Secretariat makes administrative arrangements.
September/October	Scholars arrive in UK and begin their courses and participation in the Chevening Programme.
November	Secretariat invoices partner for their contribution. Please note the Chevening Secretariat works to 30 day payment terms.

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Annex B

SCHOLARSHIP COMPONENTS PER SCHOLAR

BASED ON PREDICTED RATES USING 2018/19 AVERAGES TO BE REVIEWED ANNUALLY

Item	Per Award £
Academic tuition fees including examination/thesis costs	Average. £15,564
Monthly stipend for living expenses for the duration of studies for up to 12 months at £1,080 /month or £1,334 /month Paid directly to scholar by the Secretariat.	£12,960 - £16,008
Allowance package <ul style="list-style-type: none"> • arrival allowance: £588 • outward excess baggage allowance: £150 • events and engagement travel allowance: (South East England (excluding Greater London) £67, Wales and South West England £93; Midlands £93; Northern England £139; Scotland and Northern Ireland £186) Paid directly to scholar by the Secretariat.	£805 - £924
Return airfare (economy class); approximate cost shown (FCO to cover actual cost) To be booked and paid for by the Secretariat.	Approx. £1,500
TOTAL ESTIMATED AWARD COST	£30, 829 - £33,996

Participants to share the costs as shown in section 6 of this MOU.

Actual amounts contributed by each participant should be reviewed annually as they may be subject to change due to variations in the above component costs. Any changes to costs and/or contributions that participants decide to make should be recorded, signed and attached to this MOU as a new Annex by the end of June in any year in respect of the scheme as it applies to the following academic year.

The Chevening Secretariat must be advised of any changes to this MOU.

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Attached: Annex A, Annex B