

FOR REFERENCE ONLY

Application Form

for the establishment of UNESCO Chairs or UNITWIN Networks

[March 2022]

This form is only for the reference. It is available to help you prepare your application, to be submitted through the online submission platform. See the [The UNITWIN/UNESCO Chairs Programme: guidelines and procedures \(revised March 2022\)](#) for further guidance.

The application must be completed in English or French by the higher education institution seeking to establish a UNESCO Chair or UNITWIN Network through an online application portal which will be open between 1 – 30 April. UNESCO encourages applicants to begin elaborating their proposals before this date and to seek support from respective National Commissions for UNESCO, and relevant UNESCO programme specialists (as needed).

A complete application is supported by the following documents, to be uploaded before submission:

- Letter from the head of the higher education institution (e.g. President, Rector, Vice-Chancellor) proposing the establishment of a UNESCO Chair or UNITWIN Network
- Letter of support from the National Commission for UNESCO, or from the official United Nations representative in the case of applications from countries that are not Member States of UNESCO
- Letter of support from partner institution(s) indicating their commitment to the project
- Curriculum Vitae of the proposed Chairholder(s) or Network Coordinator(s)

Note: Failure to submit these documents will result in an automatic disqualification.

Welcome to the application platform for submitting a proposal to establish a UNESCO Chair or UNITWIN Network

This concerns:

UNESCO Chair

UNITWIN Network

A. TITLE AND SUMMARY

Title of chair or network: [14 words max]

[The proposed title of the chair or network which states the topic and main objectives of the proposal. The title should be understandable to a non-specialist]

Summary: [300 words max]

[The summary should, at a glance, provide the reader with a clear understanding of the rationale and objectives of the project and how the objectives will be achieved. Note: If the application is successful, this summary could be made available to the public. It must therefore be succinct and should not contain confidential information]

Keywords: Select the keywords best associated with your proposal. You can choose up to 5 key words [Dropdown list of thematic areas of focus e.g. Artificial Intelligence, Futures Literacy, Intercultural dialogue, ICTs in Education, Underwater heritage etc...]

Keyword 1	Keyword 2	Keyword 3	Keyword 4	Keyword 5	Other (please specify):
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B.1. ABOUT THE HOST INSTITUTION & PROPOSED CHAIRHOLDER/COORDINATOR

Host higher education institution details

- Name of the higher education institution
- Faculty or department
- Country
- City
- Full address
- Telephone number
- Website of institution
- Website of faculty/department/research centre
- Name of head of the institution
- Contact email (please add the email of the head of the institution and/or their office)
- Contact email (additional)

Proposed Chairholder or Network Coordinator:

- Full name
- Academic title (Professor, Assistant Professor, etc..)
- Gender
- Position held
- Telephone (w)
- Telephone (m)
- Email
- Email (additional)
- Social media profile (e.g. LinkedIn, Twitter handle)
- Professional website
- Personal website
- Highest level of education

About the Team

Please provide information about the team members who will support the Chairholder(s) [possibility to add 15 members].

Team Information

First name	Last name	Thematic area of expertise (20 words)	Role (20 words)	Email
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Overall comment on the team

Previous engagements between UNESCO and the host institution

Does the institution currently have a UNESCO Chair or is a member of a UNITWIN Network?

Yes No

If yes, please specify the name of the UNESCO Chair or UNITWIN Network:

Has the institution hosted a UNESCO Chair or a member of a UNITWIN Network in the past?

Yes No Unknown

If yes, provide the name of the Chair/Network, year of establishment and expiration:

Is this the first time the institution submits an application to propose a UNESCO Chair or UNITWIN Network?

Yes No Unknown

If no, provide the year of application and theme proposed:

Recent publications

List the most recent publication(s) produced by the proposed Chairholder(s) or Network Coordinator(s) that closely relate to the proposal (up to 3), preferably in English or French, otherwise in Arabic, Chinese, Russian and Spanish.

*publications in languages beyond the 6 UN languages can be listed in the individual CVs of the proposed Chairholder(s) or Network Coordinator(s)

Type [book, article, ...]	Title	Link	Summary – 50 words	Language
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Proposed Co-Chairholder or Co-Coordinator:

Would you like to propose a Co-Chair or Co-Coordinator?

Yes No

If yes, Is the Co-Chair proposed in the same higher education institution?

Yes [\[go to B.3. About Proposed Co-Chairholder/Coordinator\]](#)

No [\[go to B.2. About the Co-host institution & B.3. About Proposed Co-Chairholder/Coordinator\]](#)

B.2. ABOUT THE CO-HOST INSTITUTION

- Name of the higher education institution
- Faculty or department
- Country
- City
- Full address
- Telephone number
- Website of institution
- Website of faculty/department/research centre
- Name of head of the institution
- Contact email (please add the email of the head of the institution and/or their office)
- Contact email (additional)

B.3. ABOUT THE PROPOSED CHAIRHOLDER/COORDINATOR

- Full name
- Academic title (Professor, Assistant Professor, etc..)
- Gender
- Position held
- Telephone (w)
- Telephone (m)
- Email
- Email (additional)
- Social media profile (e.g. LinkedIn, Twitter handle)
- Professional website
- Personal website
- Highest level of education

C. CONTRIBUTION TO UNESCO PRIORITIES

The following are the strategic objectives and outcomes as outlined in UNESCO's Medium-term Strategy (2022-29).

Select a minimum of one outcome and a maximum of three outcomes that your proposal will contribute to.

Strategic Objective 1: Ensure quality equitable and inclusive education and promote lifelong learning opportunities for all, in order, inter alia, to reduce inequalities and promote learning and creative societies, particularly in the digital era					
<input type="checkbox"/>	Outcome 1: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all				
<input type="checkbox"/>	Outcome 2: Strengthen international coordination for the achievement of SDG 4 and develop the global education agenda based on research, foresight and innovation				
Strategic Objective 2: Work towards sustainable societies and protecting the environment through the promotion of science, technology, innovation and the natural heritage					
<input type="checkbox"/>	Outcome 3: Enhance knowledge for climate action, biodiversity, water and ocean management, and disaster risk reduction				
<input type="checkbox"/>	Outcome 4: Advance international cooperation in science, technology and innovation				
Strategic Objective 3: Build inclusive, just and peaceful societies by promoting freedom of expression, cultural diversity, education for global citizenship, and protecting the heritage					
<input type="checkbox"/>	Outcome 5: Enhance the protection and promotion of the diversity of heritage and cultural expressions				
<input type="checkbox"/>	Outcome 6: Promote freedom of expression and the right to information				
<input type="checkbox"/>	Outcome 7: Promote inclusion and combat discrimination, hate speech and stereotypes				
Strategic Objective 4: Foster a technological environment in the service of humankind through the development and dissemination of knowledge and skills and the development of ethical standards					
<input type="checkbox"/>	Outcome 8: Foster knowledge sharing and skills development in the digital age				
<input type="checkbox"/>	Outcome 9: Develop ethical standards, norms and frameworks for action to meet the challenges of innovative technologies and digital transformation				
<p>Has the proposal been developed in collaboration or consultation with UNESCO? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Provide details</p> <table border="1"> <tr> <td>UNESCO Office/Institute</td> <td>Notes:</td> </tr> <tr> <td>+++</td> <td></td> </tr> </table>		UNESCO Office/Institute	Notes:	+++	
UNESCO Office/Institute	Notes:				
+++					
<p>Explain how the proposed project contributes to UNESCO's mission, mandate and priorities. Highlight the project's unique contribution and added value. [300 words max]</p>					
<p>Please describe, as relevant, the project's approach to gender equality, for example in composition of team members, research methods and approaches, experts mobilized etc... [100 words max]</p>					
D. WORKPLAN AND BUDGET					
<p>In this section, applicants present their workplans and budget for the next four years. It should not exceed five pages.</p> <p>a. Background and rationale [200 words] [Please provide more detail on the context and the main challenges this project aims to address]</p> <p>b. Objectives</p>					

[Please formulate up to four objectives of the project, each composed of one statement. Ideally an objective is specific and measurable, and must meet time, budget, and quality constraints.]

1.
2.
3.
4.

c. Project beneficiaries [100 words max]

[Describe who will benefit from the project e.g. those participating in project activities and those who will benefit from the impact of the activity/output. If any, provide evidence of beneficiaries' support for the project and their involvement in project design.]

d. Activities and outputs [1500 words max]

[This is the longest section in your project proposal. List all the outputs you expect the project to deliver, and the activities or tasks that will be carried out to deliver on these outputs. Make sure to specify the geographical scope of the project and highlight interdisciplinary and/or future-oriented approaches if used. Provide some detail on the communication and outreach activities that are planned. The outputs will then be summarized in Section E.]

e. Impact [100 words max]

[Provide a short reflection on the expected impact of your project on educational, socio-economic and cultural development at local, national, regional and global levels.]

f. Budget

Total budget in USD:

Budget breakdown [Provide a breakdown of overall budget (in USD) to reach the goals of the four-year project, including some detail on budget secured, contributions from your institution and plans to raise additional funds. The budget can be prepared by activity or by type of expenditure such as staffing, events, contracted services, external training and events, grants, equipment and maintenance, communications, and other expenses.]

E. SUMMARY OF OUTPUTS

This section aims to provide detail on the expected project outputs and their target audience or beneficiaries.

	Quantity	Details on the output (e.g. conference theme or title, date and location; type of knowledge product such as toolkits, books, journal articles, topic of lectures) [15 words max]	Target audience (e.g. students, academics, practitioners etc.) [15 words max]	Indicate possible cooperation with UNESCO or how UNESCO can engage with the applicant on the output (e.g. invited to peer review a publication, to participate in a seminar, co-host an event etc.) [15 words max]
<input type="checkbox"/> Research and knowledge production				
<input type="checkbox"/> Publications				
<input type="checkbox"/> Websites and social media				
<input type="checkbox"/> Teaching or lecturing				
<input type="checkbox"/> Training and institutional capacity				

	development workshops				
<input type="checkbox"/>	Student mobility/exchanges				
<input type="checkbox"/>	Visiting professorships/research fellowships/mobility/exchanges				
<input type="checkbox"/>	Conferences and large events				
<input type="checkbox"/>	Seminars / webinars / workshops				
<input type="checkbox"/>	Community/civil society engagement				
<input type="checkbox"/>	Networking and partnerships				
<input type="checkbox"/>	Inter-university cooperation				
<input type="checkbox"/>	Other (please specify):				

F. PARTNERSHIPS

Please select from the below list the category of partners involved in the implementation of the project and indicate their name(s), role(s), and contributions (institutional, intellectual, in kind, financial etc.) (up to 15)
This is the space to indicate the proposed UNITWIN Network Members (up to 10 in total)

Partners details

Category [UNESCO, Unitwin Network Member, NGO, foundation, UN partner, private sector, government entity, other]	Name (s)	Links	Role(s)/contribution(s):
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G. SUPPORTING DOCUMENTS

Kindly upload the following documents (formats accepted: pdf, doc., jpeg, png with a maximum size of 10 MB per document....)

- Letter from the head of the higher education institution (e.g. President, Rector, Vice-Chancellor) proposing the establishment of the UNESCO Chair or UNITWIN Programme
- Letter of support from the National Commission for UNESCO, or from the official United Nations representative in the case of applications from countries that are not Member States of UNESCO.
- Letter of support from partner institution(s) indicating their commitment to the project.
- Curriculum Vitae of the proposed Chairholder(s) or Network Coordinator(s)
- Any other documents such as reference letters from potential partners institutions. Kindly ensure all additional documents are consolidated into one before uploading.

Kindly use the following name convention for all attachments: Supporting document type_Country_Higher education institution. And group letters of the same type in one document.

H. COMMENTS

Additional space provided for further comments.