

# International Interdisciplinary Research Projects 2026

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# Please read the scheme notes carefully. Incorrectly submitted applications will not be considered.

# **1** Application Information

1.1 Applications can only be submitted online using <u>the British Academy's online</u> <u>Flexi-Grant® Grant Management System</u> (GMS). If you have not previously used Flexi-Grant® GMS, please follow the registration process from the Flexi-Grant® homepage.

Applications cannot be submitted on paper or in any other format.

- 1.2 Before completing the online form, all applicants should check that they comply with the eligibility requirements and ensure all necessary information is presented in the application. These requirements are strictly adhered to, and applications without all the necessary information, or evidence to show the assessment criteria are met, will be rejected.
- 1.3 Registered approving organisations will be available in the search bar. If your organisation is not listed and is not affiliated with any organisations already in the system, then please contact us at <u>internationalchallenges@thebritishacademy.ac.uk</u> to request the addition of the organisation.
- 1.4 The deadline for submissions and UK host organisation approval is 17<sup>th</sup> September (17.00 UK time). Applicants will not be allowed to make any changes to their applications or submit any additional information after the 17th September deadline.

When completing your application on Flexi-Grant®, it is recommended that you take particular note of the following points:

- 1.5 **Personal details** When registered in the British Academy Flexi-Grant® system, a user has the option to add or update personal information. This is not essential to the progress of this application but represents a personal record of your account in the system. It is useful if this information is kept up to date.
- 1.6 **Automatic log-out** You are strongly advised to save your work regularly to prevent accidental loss of information. If the system does not detect any activity for two hours, it will log out and save the application at that time. Please note that moving between pages within an application form will save the page that you are exiting but completing a field on a page is not considered an activity. It is recommended that you write the text for longer fields in a word processor such as Word and then copy and paste into the relevant text box to avoid being timed out in this way.
- 1.7 **Multiple sessions** You should not have multiple browser windows/tabs of your application open at the same time. Only one user should edit an application at a time.
- 1.8 **Word limits** When completing text boxes that have a word limit, you should note that if you exceed the specified amount, you will not be able to save when you press the save button. As an alternative, you should type the text for the longer-length boxes in a word processor. You will then be able to check the word count and paste it into the British Academy Flexi-Grant® system.
- 1.9 **Plain text** If entering plain text, please avoid using symbols as some may not be accepted by the British Academy Flexi-Grant® system. You can generate and view a PDF of your application to check that the application appears as you want it to by clicking on 'print form'.
- 1.10 **Email addresses** It is essential that you enter an accurate email address where requested as it may cause delay in the submission/processing of your application if any of these are incorrect. You cannot make changes to email addresses after your application has been submitted for approval.
- 1.11 **Submission** You will not be able to submit your application until you have completed each section in full. It is your responsibility to ensure that your application is submitted in sufficient time for it to be approved by your employing institution.
  - Please note that the institutional approver is a person within the UK host organisation, usually within the central research support office, who has authority for approving all applications submitted to the British Academy.
  - Once you have submitted your application for approval by your host UK organisation, automatic emails will be sent to your host UK organisation approver asking them to log on to the system. You will not be able to edit your application after it has been submitted to your host UK organisation for approval.

- The host UK organisation approver will either: approve and submit your application, 'send back' your application and contact you to request modifications (if before the 17<sup>th</sup> September deadline) or decline your application and contact you. If your host UK organisation approver requests modifications through the British Academy GMS email facility, they can unlock your application, allowing you to edit it. They can do this by selecting 'Return to Applicant'. An automatic e-mail will be sent to you alerting you of this fact. Once you have completed and saved the requested changes, please re-submit your application for approval by your host UK organisation.
- Once your host UK organisation has approved your application and submitted it to the British Academy, it will not be possible to make any changes.

You should submit your application for approval by a designated approver at your host organisation at least five working days before the closing date to allow for your host organisation's administrative procedures.

Please be aware that any Co-Applicants or other contributors will need to mark their sections as 'complete' before you will be able to submit your completed application form.

- 1.12 **Application sharing:** All applications must be started by the applicant who is to be the Principal Investigator (PI) on the award. You can invite other contributors to join the application (e.g. Finance Office contact), but in order to do so your contributor will need to be registered in the British Academy's Flexi-Grant® system first. You will need to ensure you have their registered email address to invite them to participate in your application. You can let other British Academy Flexi-Grant® GMS users view your draft application in advance of submission by providing their email address. They will be able to log in using their existing password and see your application and, depending on permissions, amend your application.
- 1.13 **Application deletion** You can delete your application at any time although it is often easier to re-edit your existing application. We will be able to recover a deleted application for a period of seven days after deletion. After this it will be permanently removed from the system.
- 1.14 **Application returned for editing:** The approver can return your application to you for further editing before the closing deadline of the call. See 'Submission of Application' above.
- 1.15 **Further clarification:** If any of this advice is unclear, or you need further information, please do not hesitate to seek clarification from the British Academy's International Team (contact details at the end of these notes).

Please note that it is essential that you create a PDF of your completed application (by clicking 'print application'), and check it thoroughly, including email addresses and uploaded pdf files, before submitting it for approval by your UK host organisation. it may not be possible to rectify mistakes in time for the deadline.

Word limits apply to plain text only. Page limits apply to pdfs only.

All fields marked with an asterisk\* are mandatory.

You should not have multiple browser windows/tabs of your application open at the same time as this may cause information to be lost. Only one user should edit an application at a time, otherwise changes might be lost.

# 2 Completing the application form

- 2.1 The application can be completed by using the navigation tabs on the application summary page, with each page categorised as follows:
  - Page 1: Eligibility Declaration
  - Page 2: Research Proposal
  - Page 3: Financial Details
  - Page 4: Primary Applicant Details
  - Page 5: Co-Applicant Details
  - Page 6: Equality, Diversity and Inclusion
- 2.2 A full list of question fields to be completed as part of the application can be found in the following table.
- 2.3 Each box in the table represents a page of the application form. The lefthand column contains the questions within each of these pages. The righthand column contains useful guidance on its completion. A red asterisk (\*) indicates which questions are mandatory and therefore must be complete before the application can be submitted. Not all questions have a word limit; only those questions which have a maximum word count noted are subject to a word limit.

Please read the guidance notes carefully before completing the form.

# 3 Summary

## 3.1 Summary table \*

When your application form is complete, all sections on this summary table will be marked as 'Complete'. Only once all mandatory fields are marked as "Complete", and all Contributors are all marked as "Complete" will a 'Submit' button appear for you to be able to submit your application. All mandatory fields are marked with an asterisk '\*'.

# 4 Page 1: Eligibility Declaration

4.1 Please answer the questions before proceeding with the rest of your application. If the answer to any of the questions below is 'No', you will not be considered eligible for the scheme. If you feel that any of the exemption criteria outlined in the scheme notes apply to you, please contact the IIRP team at internationalchallenges@thebritishacademy.ac.uk

# 5 Page 2. Research Proposal

## 5.1 Title of Proposal\*

Please state the title of your proposed research

#### 5.2 Abstract\*

Please use the text box to provide a short abstract summarising your proposal in terms suitable for an informed general audience, not one specialised in your field. (150 words)

## 5.3 Quality, Significance and Originality of Research Proposal\*

Please comment on the quality, significance and originality of your proposal, in particularly the ways in which it contributes to breaking new international research ground and the appropriateness and robustness of the methodology proposed.

As part of this section, you should clearly outline the principal aims of your project and how they relate to the programme aims, scope of the call, and the programme's theme of transnational and planetary challenges and one or more of the domains outlined in the call (600 words).

## 5.4 Interdisciplinary Approach\*

Proposals under this scheme must develop new international research led by and grounded in the humanities and/or social sciences, to further understanding of transnational and planetary challenges. Genuinely productive and integral interdisciplinarity is a requirement, with the expectation that this will involve collaboration across disciplines. The collaboration can include any SHAPE or STEM discipline as long as the research is led by and grounded in the humanities and/or social sciences. Applications that do not meet this requirement will be considered ineligible and will not be taken forward through the assessment process.

Please describe how your proposal meets this eligibility and assessment criterion, and the added value of this specific interdisciplinary approach led by and grounded in the humanities and/or social sciences in generating new insights into the topic of study and address the overarching aims of the call. (600 words)

# 5.5 Proposal Feasibility\*

Please give a detailed description of the research programme, project outputs and their dissemination that justifies its feasibility from a project management perspective, including appropriate timing and plan of action, as well as the feasibility of the planned outputs and dissemination activity for relevant audiences. This should include details of potential publishers, journals, and conferences etc

The plan of action should be as detailed as is practicable, but suitable allowance may be made for variation in the event of an award being offered. (600 words)

# 5.6 Equitable Partnerships\*

Please detail how this project will ensure equitable partnerships, including how it will take note that partnerships should: be transparent and based on mutual respect; should aim to have clearly articulated equitable distribution of resources, responsibilities, efforts and benefits; should recognise different inputs, different interests and different desired outcomes; and should ensure the ethical sharing and use of data which is responsive to the identified needs of society. *(300 words)* 

## 5.7 Primary/Secondary Subject\*

Please select the subject(s) most relevant to your research.

## 5.8 Research Country\*

Please select the relevant country/countries that your research is based on

#### 5.9 Team Members and Other Participants\*

Please describe the rationale for the involvement of members of the research team and the added value that will bring to the project, citing any particular specialisms and expertise. Please also list any other participants in the research team not named in the Co-Applicants section. *(500 words)* 

## 5.10 Start and End Date Confirmation\*

Please confirm that you will start your research in March or April 2026, and that your research will end 24 months later.

## 5.11 Gender Equality Statement\*

The British Academy is committed to supporting gender equality in the funding it provides in accordance with this statement from the Department for Science, Innovation and Technology Strategy's publication on <u>Gender Equality in Research and Innovation</u> published in November 2022: "Research and innovation (R&I) activities funded by the Department of Science, Innovation and Technology (DSIT), provided through Partner Organisations, complies with the requirements of the DSIT R&I Gender Equality Policy, which states that activities must tackle instances of underrepresentation, differential needs and systemic disadvantage to improve the relevance of R&I findings, that support the inclusion, reduce the impact of bias and ultimately, contribute to reducing inequalities among genders. This includes but is not limited to Overseas Development (Gender Equality) Act 2014."

All applicants are strongly recommended to thoroughly review the above publication before designing and drafting their application. Please detail how the application complies with the requirements of the International Development (Gender Equality) Act 2014, evidencing the consideration of gender in the context of your research proposal, indicating clearly defined intended impacts and identified possible mitigations where appropriate, and demonstrating that you have met the required standards for compliance, as described in the Gender Equality Framework.

• Is the activity Gender-specific? Please use the Yes/No question to let us know if the proposed activity relates to a specific issue of gender

Please also answer each of the questions below. Each question is mandatory, meaning that each one requires a response, but you may enter 'nil return' if, depending on the nature of the project proposed, one or more questions are not applicable. Please note, however, that the questions are both an eligibility and an assessment criterion. The first 5 questions will be taken together to constitute a Gender Equality Statement as set out on page 37 of the Gender Equality in Research and Innovation document (additional criteria to consider in your statement can be found on pages 37-39).

- Have measures been put in place to ensure equal and meaningful opportunities for people of different genders to be involved throughout the project? This includes the development of the project, the participants of the research, and the beneficiaries of the research. *(250 words).*
- What are the expected impacts of the project (benefits and losses) on people of different genders, both throughout the project, and beyond? (250 words).
- What are the expected impacts (benefits and losses) on the relations between people of different genders and people of the same gender? For example, changing roles and responsibilities in households, society, economy, politics, power, etc. (250 words).
- Are there any risks and/or unintended negative consequences on gender equality that need to be avoided, mitigated against, and monitored? If yes, how. (250 words).
- What other structural inequalities (including, but not limited to: age, disability, ethnicity) have been identified in relation to project development, project participants and intended beneficiaries? Have measures been put in place to consider and mitigate against other structural inequalities in the course of the research? If so, what are these measures, and how will they be monitored and implemented to ensure mutual benefit? How will project participants and leaders ensure that the research will continue to address structural inequalities, including gender, beyond the lifetime of the project, across the outcomes and impacts expected? (250 words)

# 5.12 Trusted Research\*

International research collaborations are fundamental to the equity, quality, diversity and impact of UK-based researchers and institutions. Most international collaborations will benefit all those involved and the expected usual status for this question is likely to be a null response, however, there will be cases where there are risks

Research funded through this programme needs to take account of securityrelated considerations. <u>UKRI</u>, <u>Universities UK</u> and the <u>National Protective</u> <u>Security Authority</u> amongst others have published relevant guidance in this area. It is important to ensure that the research funded through this programme has undertaken relevant assurance related to reputational, data, financial, ethical and security risks.

Please use this field to detail any research security risks that the application may encounter and how these will be mitigated. It should be noted that such risks could include the potential dual application of the research, the management of information, data and other knowledge sharing, and activities that could utilise the research to target people in other countries such as through internal surveillance and repression. A set of questions suggested by the NPSA to consider in relation to this issue is as follows:

- Are there any potential ethical or moral concerns for the application of the research? If so, what are they?
- Could the research be used to support activities in other countries with ethical standards different from the UK, such as internal surveillance and repression? If so, how might this be possible and how is it proposed this risk is mitigated?
- Could the research be of benefit to a hostile state military or be supplied to other state actors? If so, how might it be of such benefit and how is it proposed this risk is mitigated?
- Are there any dual-use (both military and non-military) applications to the research? If so, what are they?
- Do you need to protect sensitive data or personally identifiable information? This may include genetic or medical information, population datasets, details of individuals or commercial test data. If so, how will you do so?
- Is your research likely to have a future commercial or patentable outcome which you or your organisation would want to benefit from? If so, what is this outcome?
- Is any of the research likely to be subject to UK or other countries' export licence controls? If so, what aspects of the research will be subject to such controls?

As highlighted by UUK in its above guidance it is important to be aware that failure to comply with export control legislation is a criminal offence and the terms 'technology' and 'information' have much broader definitions in legislation than might ordinarily or commonly be understood. To maximise compliance with export control legislation, individuals should:

- consider potential end-use possibilities of technology: it is the duty of researchers and their institutions to monitor potential end-uses of research, throughout the research life cycle. In some cases, research will have end-use applications that are unidentifiable in the early stages of development and continued monitoring is required.
- inform researchers about the implications of intangible technology transfer: researchers must be aware that controlled sensitive information transmitted electronically (e.g. via social media, fax and email, videoconferencing, sharing screens remotely) and verbally (e.g. in telephone and face-to-face discussions) may still be subject to export controls.

There is also the <u>Research Collaboration Advice Team</u>, which is a collaboration between the UK Government and academia that can provide advice to institutions on national security risks to international research.

Applicants should be aware that government guidance and UK legislation may change, and they will need to take account of any such changes that may affect their proposed research. *(750 words)* 

# 5.13 Deposit of Datasets\*

Please provide details of how and where any electronic or digital data (including datasets) developed during the project will be stored, along with details on the appropriate methods of access. It is a condition of award that all data be freely accessible during, and beyond, the lifetime of the project. If it is anticipated that no electronic data of any sort will emanate from the award in question, then please state this in the field along with any justification for this. *(500 words)* 

# 5.14 Ethical Issues\*

This field is mandatory and must be addressed by all applicants.

Are there any special ethical issues arising from your proposal that are not covered by the relevant professional Code of Practice? Have you obtained, or will you obtain, ethical approval from your employing institution or other relevant authority?

It is not expected that any special ethical issues will arise that are not already covered by relevant professional Codes of Practice. The normal expectation, therefore, will be that applicants should answer the pair of questions with the answers 'no' and 'no'. If there are any special issues arising, but they have already been cleared by approval from a relevant authority, please answer 'yes' and 'yes'.

If any special issues arise and approval has not yet been obtained, please answer 'yes' and 'no', and provide an explanation.

If the answers are yes to special ethical issues and no to having obtained prior approval, please describe in the available space the non-standard ethical issues arising from your research and how you will address them. Applicants must ensure the proposed research will be carried out to a high ethical standard and must ensure that any potential ethical issues have been considered and explain how these will be addressed. The British Academy requires the research it funds to be conducted in an ethical manner. The host institution is responsible for ensuring that ethical issues relating to the research project are identified and brought to the attention of the relevant approval or regulatory body. Ethical approval to undertake the research must be granted by the relevant authority before any work requiring approval begins. Wherever necessary, appropriate consent should be obtained from or on behalf of participants or others affected by the research

# 5.15 Safeguarding\*

Please use this section to outline any safeguarding and/or child protection issues which may occur in relation to or as a result of your project. (250 words)

## 5.16 Risk Management\*

Researchers funded under this programme may choose to undertake fieldwork in the course of the research project. We expect an assessment of any risks entailed within the research project to be outlined within the proposal. For example, risks associated with delivery of the research, financial management, and oversight/governance.

Depending on the country/region concerned, there is a risk that the researchers will be in an area of civil unrest, violence/crime. At this stage, all research groups are required to indicate if (and where) they intend to undertake research in the field. For countries/regions considered by the UK government's Foreign, Commonwealth and Development Office as a host nation of medium or high risk, applicants are also required to demonstrate that the PI (and the PI's host institution) understand the risk management implications and can monitor and manage the risks effectively. This aspect will be explicitly covered in the approval of any application by the appropriate authorities at the PI's host institution, to confirm that the duty of care responsibility rests with the host institution. *(750 words)* 

# 5.17 Other Relevant Information

Please use this space to provide details of any other relevant information

# 6 Page 3. Financial Details

# 6.1 Financial Details/ Justification\*

Eligible purposes for the funding include the time of the PI, and any Co-Applicants involved in directing the project (the PI can spend a minimum of 20% of their time and a maximum of 100% of their time on the grant. The time spent on the grant can change over the course of the award but may not be under 20% across the duration of the award); postdoctoral research assistance; travel and related expenses; networking costs; and a contribution to university costs in hosting and supporting the research team. Awards are offered at 80% FEC.

Please use the table to indicate the figures for such costs (in GBP) between the various headings.

- Directly Incurred staff costs e.g. relevant team salary and oncosts.
- Other Directly Incurred costs e.g., consumables, travel.
- Directly Allocated (e.g. PI salary and estates costs) and Indirect Costs

The only exception to this understanding and 80% FEC in general is the costing of international Co-Applicants or partners in non-academic settings (in the UK or internationally) who demonstrably do not use and would not use FEC modelling. For such partners the costing regime used should be at 100% for direct costs and a flat rate of 25% of the direct project costs to be allocated for indirect costs. UK-based institutions that would be expected to use FEC may not use this costing regime. It is only for institutions as described above. Institutions costed using this regime must be costed separately in the application budget table and clearly explained in the 'Justification' field.

Consumables include the purchase of specialist software (not readily available in the UK host organisation), datasets, photocopies, microfilms, etc., and any other minor items that will be used up during the course of the project. Applicants may apply for short-term consultancy or salary costs for expert staff, or short periods of research assistance

The following items are **not eligible** for funding (applicants registered with additional needs may consult the Academy about possible exceptions): computer hardware including laptops, electronic notebooks, digital cameras, etc.; books and other permanent resources; the preparation of camera-ready copy, copy-editing, proof-reading, indexing, nor any other editorial task; subventions for direct production costs (printing, binding, distribution, marketing etc.); costs of publication in electronic media.

Applicants should prepare accurate costings for the proposed research expenses and should be particularly careful not to overestimate the resources required.

Costs should be clearly itemised and justified in terms of the research programme.

If a claim for childcare is included, please supply sufficient justification for the case to be assessed.

Please note that awards are cash-limited, and there is no scope for supplementation of an award. Projects should be fully costed from the outset.

Please do not use '£' signs in the amount boxes

## 6.2 Value Sought\*

Please state the total amount of funding requested. Please ensure that this matches the total set out in the budget table. The total funding available per award in this call is up to £300,000 over 2 years. Within that limit of £300,000 over 2 years the award is offered at 80% FEC (i.e. the total contribution requested from the Academy may not exceed £300,000 and the total project value at 100% FEC may not exceed £375,000). Applicants should put the 80% FEC figure into the application form.

# 6.3 Previous British Academy Applications\*

Please use this space to provide details of any applications (successful or unsuccessful) that you have made to any British Academy funding calls

## 6.4 Applications to other funding bodies\*

Please tell us here if you have made any other applications in connection with this project? If so, with what results?

# 7 Page 4. Primary Applicant Details

# 7.1 Primary Applicant Contact Details\*

Please take care to review and complete your personal details accurately. Errors in this section can cause difficulties in the processing of your application.

You can update your personal details by checking 'my account' and selecting the link to 'my contact details' and 'my organisation' and ensuring the relevant details are up to date.

# 7.2 Employing Organisation\*

Please use the search bar to find your home institution and add the organisation to your application. If your organisation is not available, then it may not be registered in our system. Before requesting the addition of a new organisation, please check that it is not affiliated with any organisation that is already registered. If it needs to be added, please email us at internationalchallenges@thebritishacademy.ac.uk.

All applications must be approved by the UK host organisation authorities e.g. research grants office, finance department, etc. The approving department will receive email notification once you have completed your application and submitted it. They will be asked to provide approval and then submit the application to the British Academy. It is strongly recommended that the applicant maintains an open dialogue with the approving department at the UK host institution as the British Academy cannot be held responsible for emails being caught in spam filters or not being received. It is recommended that you allow at least five working days for this process. Once the UK host institution has checked your application, they will contact you if any changes are required; please note that if changes need to be made, these will have to be done before the 17th September deadline as they cannot be done afterwards.

Please be aware that it is your responsibility to ensure that you complete your application in time for your UK host institution to process it and provide their approval by the closing date.

## 7.3 Nationality\*

Please use the drop-down list to select your nationality. Additional nationalities can be added after the initial selection if required, by selecting 'add row'

# 7.4 Employment Status\*

Please confirm that your current position is either permanent or that your current employment will extend beyond the lifetime of the award

# 7.5 Present Appointment, Employing Institution and Department\*

Please give details of your current appointment. The Principal Investigator must be a researcher within the humanities and social sciences, must be based at an eligible UK university or research institute, and must be of postdoctoral (or above) or equivalent status. The Principal Investigator must either be in permanent position at the institution or have a fixed-term position for the duration of the award.

## 7.6 Personal Statement

This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career or your equivalent research experience. *(500 words)* 

## 7.7 Principal Investigator Time Allocated\*

Please indicate the amount of time the Principal Investigator will spend on the proposed project. The PI can spend a minimum of 20% of their time and a maximum of 100% of their time on the grant. The time spent on the grant can change over the course of the award but may not be under 20% across the duration of the award

## 7.8 Key Career Appointments and Posts\*

Please use this field to provide a list of your key career appointments and posts. (*250 words*)

## 7.9 Key Career Publications, Grants and other Career Highlights\*

Please use this field to provide a list of key relevant publications, grants, and highlights that you think most appropriate for an award under this scheme (*250 words*)

#### 7.10 Where did you hear of this scheme? \*

It helps the British Academy to target appropriate resources towards the promotion of the scheme to know where an applicant hears about it. As appropriate, please state: BA website; BA literature; PhD supervisor; Institution Research Office; Twitter, colleague, etc.

# 8 Page 5. Co-Applicant Details

## 8.1 Co-Applicants\*

Please note that it is mandatory to include at least one named Co-Applicant who is based internationally.

Please detail the title, name, employing institution, nationality, discipline, and PhD confirmation of any co-applicant(s) on the project. You may include up to six co-applicants.

Co-Applicants must be of postdoctoral or above status (or have equivalent research experience). If the Co-Applicant has a PhD, please include the date it was awarded. If the Co-Applicant does not have a PhD, it is strongly recommended that you get in touch with British Academy staff at <u>internationalchallenges@thebritishacademy.ac.uk</u>. to check their eligibility before submitting the application form.

Please note that only UK-based Co-Applicants would be able to take over the leadership of a project should the PI not be able to continue in this role.

Other participants in a project, whose involvement does not equate to being a 'co-applicant', should be named in the relevant section ('Team Members and Other Participants') in the Research Proposal section.

## 8.2 Additional Co-I Justification

Please use this space to outline any further justification for Co-Applicants that may not immediately meet the eligibility criteria, for example, Co-

Applicants without a PhD. In this instance, explanation should be provided for how the candidate in question meets the criteria with equivalent research/teaching/policy experience.

# 9 Page 6. Equality, Diversity and Inclusion

# 9.1 Primary Applicant Contact Details\*

This section is optional. However, the British Academy would greatly appreciate it if you can complete the details to assist us in our equality, diversity and inclusion monitoring.

The British Academy is committed to its policy of Equal Opportunity in the provision of its grants and awards. Please help us to monitor the effectiveness of this policy by providing information concerning your age, gender, ethnic origin and disabilities (if any).

The information provided will be treated as strictly confidential and will be used for statistical purposed only. It will not be seen by those involved in the selection process and no information will be published or used in any way which allows any individual to be identified.