Open Call: Malaysia City Profile Data Collection

Application Form

Instructions

1. Please complete the application form by ensuring all questions/ sections are answered.
2. Kindly ensure responses are as detailed as possible. All responses will be taken into account for the evaluation.
3. Submit the completed application form and all mandatory documentation to Florence.Lambert@britishcouncil.org and Erica.Choong@britishcouncil.org by **16 November 2020**.

Section 1 – Organisation Details

Organisation name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
(To be used on the Contract)

Organisation address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(To be used on the Contract)

Organisation Reg: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(If Applicable)

Contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact telephone number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Section 2 – Team Details

*(in 200 words or less)*

* 1. Background of yourself/ your team (please attached CVs of the team involved).
	2. Demonstrate skills that are relevant to the project and role of each team member.
	3. Please attach evidence of relevant/ previous experiences you/ your team has had implementing a similar project.

Section 3 – Approach Details

Please describe the approach you will take to complete this project.

*(in 500 words or less)*

Please detail out the working timeline, activities and budget for the project.

**Data Protection and Consent**

The British Council is the data controller of the information that you provide as part of your participation in the Malaysia City Profile Data Collection Open Call. This means that the British Council is responsible for determining how your information is collected and used. The legal basis for collecting your data is that the processing is necessary for the performance of a contract – our agreement outlined in the Malaysia City Profile Data Collection Open Call [Terms and Conditions](https://www.britishcouncil.my/programmes/arts/malaysia-city-profile-open-call),

British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards. You have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.

For detailed information, please refer to the privacy section of our website, [www.britishcouncil.org/privacy](http://www.britishcouncil.org/privacy) or contact your local [British Council office](https://www.britishcouncil.my/about/contact?_ga=2.30855807.1514485144.1604649247-1482970732.1604649247). We will keep your information for ten years from the time of collection.

Data Protection and Consent.

Yes, I agree.

No.

Use of your contact details for other British Council activities.

British Council would like to use the information you provide to send details of activities, services and events (including social events) which we think are of interest. To choose your contact preferences, please check any of the boxes below.

You do not have to select any of the options and if you do, you may unsubscribe from any option at any time. We will process your personal information based on this consent.

You may unsubscribe by sending an email to Syaza.Ramli@britishcouncil.org.

Email address you use for Malaysia City Profile Data Collection Open Call

Mobile number you use for Malaysia City Profile Data Collection Open Call

Use of your contact details for other British Council activities

# For More information

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