**THE PASET AFRICA REGIONAL SCHOLARSHIP AND INNOVATION FUND**

**MOZSKILLS SUB-PROJECT**

**Project Proposal Template**

**Cooperability Award**

**Proposal submission deadline: 31st May 2022, 23:59hrs CAT**

|  |  |  |
| --- | --- | --- |
| **Project Title** |  | |
| **Project Acronym** |  | |
| **Project Leader (Lead Applicant)** |  | |
| **Name and address of Mozambican organisation (university, research institute or private firm)** |  | |
| **Project Duration** |  | |
| **Project Budget (Funded by RSIF/MOZSKILLS Sub-project)** |  | |
| **Partners (Name and Address) *(where applicable)*** | **Name**  1. | **Address** |
| 2. |  |
| **Team Composition *(where applicable)*** | **Name** | **Title/ Affiliation** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |

Dear Applicant,

Please, read these instructions carefully as you begin to write your proposal.

1. **General requirements**
2. The proposal should not exceed 15 pages including references written in English or Portuguese.
3. Use Times New Roman, font size 12, single spacing, normal margins, portrait orientation
4. The following documents must be attached to the online application system:
   1. A complete project proposal
   2. Project result matrix and workplan (Template is provided)
   3. Project Budget (Template is provided)
   4. Official letters of support signed by the Dean or Principal or Head of:
5. Mozambican University/Public Research Institute/Private firm
6. All listed partner organizations or institutions or private firms.
   1. Official certificate of registration for a private firm applying as the lead applicant
   2. CVs of the lead applicant and all partners
7. The online system will accept the following file types: .doc, .docx, .pdf, .rtf, .zip, .rar, .xls, .jpg, .jpeg, .png, .bmp, .tif. The maximum file size accepted for any single file is 5 MB
8. The deadline for submission of proposals is Midnight May 31st, 2022 CAT.Please note that late applications will not be accepted.
9. **Budget guidelines**

RSIF Budget Contribution

1. Specify the budget items using the template provided in a more detailed manner. Please, note that inappropriate costs may be a reason for rejecting a proposal, even if it is scientifically excellent.
2. For this grant, the maximum contribution from RSIF is $70,000

Matching Funding

1. Please, note this grant encourages additional funding from other sources. Applicants are advised to provide a guarantee of matching support (such as letters of financial commitment or other documentation) along with the proposal.
2. In-kind resources are defined as the fair value of non-cash contributions of goods and services calculated using the fair market price. In-kind contributions necessary for the success of the project are eligible as matching support.

Non-Permissible costs

1. Purchase of motor vehicles, motorcycles, motorboats
2. Contingency line items

Cost categories

The following budget categories are applicable to this grant.

Direct Costs: RSIF will cover the following cost categories under this grant

|  |  |  |
| --- | --- | --- |
|  | Cost Category | Covers |
| a) | Personnel | Coordination allowance to Lead Applicant. Due to budget constraints the project may not provide an allowance to all research team members. The project will provide an allowance of up to US$ 100 per month for a max of 3 team members |
| b) | Capital Assets | Minor research equipment necessary for project  implementation up to $3,000, if your project needs assets above $3,000, kindly include and provide a justification for the same in the budget notes in the budget template. |
| c) | Renovations and minor civil works | Minor construction and remodeling of laboratories up to a  max of 10% of total budget. |
| c) | Research Supplies and services | Research consumables, casual labour (wages) and  consulting and expertise for special outsourced services |
| d) | Travel and Subsistence | Travel tickets, ground transfers, accommodation, subsistence allowance (per diem) for project related activities…etc |
| e) | Operation costs | Workshop Printing, copy, scanning, internet connectivity,  bank charges and other direct expenses related to the project |
| f) | Overhead costs (Indirect costs) | Support to Mozambican University responsible for the implementation of a project to cover costs such as non- scientific staff, other non-specific utilities, office services such as photocopy, printing, office stationery etc) calculated as a percentage of total direct costs. Max allowable overhead is 10%. The University is encouraged to provide overheads as part of their in-kind contribution to the project. |

1. Project Overview

Provide a ½ page summary of the project, keep it simple and avoid technical language (if possible), summarize the project aims and how they will be achieved, significance, expected outcomes and national/community benefits of the project. **This summary will be used for communication with external stakeholders and will be published on various platforms such as RSIF website, among others.**

1. Introduction

*Explain the field of your innovation, its global and regional outlook and why it is important for Africa. Explain if similar work has been done elsewhere and the missing links or gaps your project intends to address. (Max 1 ½ pages)*

1. Description of the Innovation/technology

*Briefly describe the innovative idea or technology,* *explain what is new or unique about the technology, product or service. Indicate whether it has been tested or deployed elsewhere, especially in Africa. Discuss the regional challenge it will address. (Max 1 page)*

1. Link to business

*Describe the business and market potential of your project and/or any linkages that will lead to creating business opportunities. (Max ½ page)*

1. Objectives, Expected Outcomes and Outputs

*Describe the expected outcomes of the proposed project and potential applications of the expected results. Provide outcomes that can be measured quantitively. (1 Page)*

1. Description of activities

*Describe the main activities to be executed to achieve the expected outcomes and outputs. (Max 2 Pages)*

1. Methodology

*Outline the design, tools and methods to be used to execute the proposed project, demonstrate that they are adequately developed, well integrated and appropriate to the aims of the proposed project*. (Max 1 ½ Pages)

1. Gender Considerations

*Describe how your project has incorporated gender issues and the likely impact on women and men (Max 1 Page)*

1. Risk Analysis

*Describe the potential physical, environmental, political, economic and social risks that may be encountered during project implementation and proposed mitigation plans.* *This should be submitted along with the completed environmental and social screening tools provided in Annex 1. (Max 1 page)*

1. Ethical Considerations

*Briefly describe the ethical issues that your project is likely to present during implementation, and how you plan to obtain the necessary ethical approvals. (Max ½ Page)*

1. Intellectual Property Management

*Indicate whether your product/technology is patented or has other forms of intellectual property (IP) tied to it, and if you have the freedom to use the IP in this project. If none exists, indicate how IP rights will be managed by the consortium. (Max 1 page)*

1. Team Composition including Role of Partners

*Briefly explain the composition of your team indicating collaborative partnerships with private sector, international partners and any other within the proposed project. Explain each of their roles and specific contribution and how activities will be implemented collaboratively*. (Max 1 Page)

1. Budget and Matching Support

*Indicate the total proposed budget (including matching funds) by completing the detailed budget as per the budget template provided.*

Matching Support: *State the matching support (either in-kind or in-cash or both), clearly indicate the sources of the support and how these will benefit or add value to the project. (Max 1 Page)*

1. References

*List the references. (1 Page)*

Annex 1.

ENVIRONMENTAL AND SOCIAL SAFEGUARDS

PRE-SCREENING TOOL

All projects receiving funding from RSIF must adhere to the Environmental and social safeguard Framework of the World Bank. Screening and categorization of projects is one of the key delivery requirements of the World Bank’s Social and Environmental Safeguard Framework. This pre-screening tool will assist *icipe*/Regional Coordination Unit (RCU) of the RSIF to fulfill this requirement by identifying potential social and environmental risks and their significance and determine the level of management required to address the potential risks and impacts. A more detailed assessment will be done to successful projects at the time of award that will inform the design of tools and mitigation plans to provide guidance in the implementation of quality projects and meet the requirements of the World Bank Environmental and Social Safeguard Framework.

1. Grievance Redress Mechanism

|  |  |  |
| --- | --- | --- |
| No |  | Response |
| 1 | Does the organization or institution have a grievance redress mechanism? |  |
| 2 | Describe the organization’s or institution’s grievance redress mechanisms related to grant/ projects and partnerships and the remedial processes |  |

1. Social Safeguard

|  |  |  |
| --- | --- | --- |
| No |  | Response |
| 1 | Describe any negative social and economic impact the project may have on the community e.g (providing access to community development resources and project benefits) |  |
| 2 | Briefly describe in the space below how the Project is likely to improve gender equality and women’s empowerment in the ASET field |  |

1. Environmental Safeguards

|  |  |  |
| --- | --- | --- |
| No |  | Response |
| 1 | Does the organization or institution have an environmental management policy? |  |
| 2 | What are the expected environmental impacts out of the proposed project activities? |  |
| 3 | How will the above impacts be mitigated? |  |