



Draft August 26<sup>TH</sup>, 2010

**Competitive Agricultural Research Grant Scheme**

**Call for Project Concept Notes**

**Title of call**

**Research and Development on Policy Market and Trade**

**Purpose of call**

***Implementation of Actions to Achieve Food Security and Reduce Poverty in West and Central Africa -  
Critical Attributes of CAADP Pillar 4***

**1. Call identification number:** CW/CGS/04/PCN/PMT/01/2010

**2. Publication date:** 1<sup>st</sup> September, 2010

**3. Total amount available for this call:** US\$ 900000 (the maximum budget of one project should not exceed US\$ 300000)

**4. Project period:** 3 years

**5. Submission of PCN:** Deadline for submission of PCN is 30<sup>th</sup> September, 2010 at 17H00 GMT. PCNs received after the deadline will not be considered for evaluation

Signed and officially stamped printed hard copies of PCNs could be sent by post, hand-carried, express courier or by e-mail to the CORAF/WECARD Executive Secretariat at the following address:

The Director of Programmes, CORAF/WECARD,  
7 Avenue Bourguiba, BP 48 Dakar RP, Senegal  
E-mail: [secoraf@coraf.org](mailto:secoraf@coraf.org)  
Website: [www.coraf.org](http://www.coraf.org)  
Telephone: +221 33 869 96 18

Project Concept Notes sent by fax will not be processed.

**6. Notification date of decisions resulting from evaluation process:** 30<sup>th</sup> November, 2010, addressed to the Project Coordinator of each PCN submission

**7. Language:** Project Concept Notes may be submitted in French or English.

**8. Call description**

**8.1. Principal research themes**

In order to contribute to the broad objective of CORAF/WECARD that aims to improve sustained agricultural productivity, competitiveness and markets in West and Central Africa, this call for competitive research project

tries to mobilize strengths, expertise and resources for implementing research actions on the following three priority research themes resulting from (a) a wide consultation with key stakeholders during the process of developing the CORAF/WECARD strategic and operational plans, and (b) scoping studies of which the results were validated by partners operating in the areas of livestock, fisheries and aquaculture, natural resource management, and Staple crops, respectively:

**1: Improve market access to and performance of agricultural products in order to increase small farmers' income in West and Central Africa**

**2: Improve knowledge on the social and economic impacts of natural resources management policies and program at different levels of implementation**

**3: Promote the use of agricultural inputs by small producers in order to increase agricultural productivity and farm income**

## **8.2. Focus of the PCN**

The call for PCN is focused on the following three sub themes, one per main theme mentioned above, which have been classed as first priority:

- **Ensure better knowledge of the potential of and ways in which the markets for livestock fisheries and aquaculture products function (under Theme 1)**
- **Assess the economic and social impacts of natural resources management policies and programs at different levels of implementation (under Theme 2)**
- **Improve the utilization of agricultural inputs (under Theme 3)**

The present call is based on the need to strengthen knowledge on market potentials and functioning, as well as on regional policies, institutions and regulations in West and Central Africa, in order to improve the positive effects of technologies and policies on livelihoods. In actual fact, the observed increase in demand for agricultural products (inputs and outputs) requires better understanding of the functioning and performance of markets in order to mitigate or to remove certain constraints that would affect satisfying these demands. Adequately addressing these constraints would suppose taking into consideration the whole value chain of targeted products.

In addition, strengthening the capacity of actors and knowledge management are necessary to create enabling conditions for developing, disseminating and adopting technologies and innovations and strategic options for policies and decision-making tools related to markets. The identification and development of technologies, innovations, and policy options must be aligned with the new paradigm of Integrated Agricultural Research for Development (IAR4D)<sup>1</sup>, which requires the involvement of all actors concerned through technology innovation and adoption platforms.

It is in this perspective that the present call for PCN on research and development on policies, markets and trade has been launched.

The proposals must address at least one of the following sub-themes and for each sub-theme, the PCN must respond to several or all of the corresponding questions in an integrated manner:

**Research sub-theme 1: Develop better knowledge on the potential of, and ways in which the markets, for livestock, fisheries and aquaculture products function**

- What strategic options for policy-making should be developed for better functioning of markets for livestock, fisheries and aquaculture products?
- What analysis tools should be developed in order to achieve better understanding of and improve market potentials for livestock, fisheries and aquaculture products?
- Which tools for analyzing opportunities and risk management should be developed to promote the integration of small producers to livestock, fisheries and aquaculture product markets?
- How could the level of knowledge and use of standards/quality standards required for livestock, fisheries and aquaculture products be improved in order to increase their competitiveness?

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<sup>1</sup> [www.ICRA-edu.org/objects/anglolearn/IAR4D\\_concept\\_paper.pdf](http://www.ICRA-edu.org/objects/anglolearn/IAR4D_concept_paper.pdf)

**Research sub-theme 2: Assess the economic and social impacts of natural resources management policies and programs at different levels of implementation**

- What strategic options should be developed for a better natural resources management
- What mechanisms should be implemented in order to enhance the contribution of natural resources to small producers livelihoods

**Research sub-theme 3: Improve the utilization of agricultural inputs**

- How to strengthen the capacity of producer organizations involving in the production and marketing of improved seeds and other agricultural inputs?
- How to promote the creation of small seed enterprises and other agricultural inputs in rural areas?
- What policy options develop for promoting seed and other inputs trade in West and Central Africa?

**8.3 Approach**

Please note that separate concept note(s) should be submitted for each sub-theme.

Proponents might choose to organize their proposals around the following scenarios needing more effective interventions that will deliver improved and longer-term outcomes in smallholder productivity:

- a specific value chain;
- a specific agro-ecosystem;
- a specific food security or rural development “hot spot”;
- a specific potentially high impact policy or institutional arrangement ;
- a specific problem or opportunity identified by development partners;
- existing innovation platforms.

All proposals must include the principles of IAR4D in the design and conduct of the proposed research.

They should also seek, in addition to the traditional logframe, to map out and progress pathways to adoption and impact in terms of rural development outcomes, recognizing that these outcomes may not be achieved within the initial 3 year time-frame of the project.

The proposal should allot about 30% of the total budget to engaging project staff and key stakeholders in constructing impact pathway, emphasizing stakeholder networks needed to achieve impact, providing the need to both learn and report to donors and establishing a research framework to examine the critical process of change that the project seeks to initiate and sustain (Douthwaite *et al.*, 2008)<sup>2</sup>.

**9. Eligibility**

The following key criteria should be met for conformity and eligibility of submissions for the competitive evaluation process.

**9.1. General and administrative criteria**

The research must be carried out in at least three countries in the CORAF/WECARD sub-region

The National Agricultural Research Systems (NARS) of the sub-region are expected to lead the projects and work in partnership with Base-Centres/Centres of Excellence, CGIAR centers, and other Advanced Research Institutions. Partnership with agricultural training institutions, especially Universities and/or Faculty and Colleges of Agriculture in the project consortia, should be encouraged, in order to respond to project actors' capacity strengthening needs.

The PCN should comply with the format and content stipulated in the CORAF/WECARD Competitive Grant Scheme Operating Manual [**Annex A**], including (inter alia):

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<sup>2</sup> Douthwaite *et al.*, 2008. Participatory Impact Pathway Analysis : A practical method for project planning and evaluation (<http://cigar.ilac.v1779.nc>).

- A letter of intent/commitment for collaborators
- A logical framework, which does not go as far as PIPA analysis
- An outline budget

The parent institute or organization of the applicants should submit an organizational profile [**Annex B**] and should be judged to have the capacity and experience for implementing the proposed work.

### **9.2. Financial criteria**

Expenditure should be linked to direct costs of research and indirect costs should not be more than 10% of the project budget.

The total budget of the project should not exceed the funding ceiling specified in the Call for PCN.

The project budget should be clearly presented and the amount justified with respect to the scheduled activities in the technical proposal.

The project budget should indicate the amount requested from CORAF/WECARD and the amount contributed by other partners/stakeholders (matching funds).

Upon acceptance of PCNs, project teams will be requested to develop full proposals by the end of December, 2010. Some PCNs may be asked to combine in the development of full proposals where applicable. Financial and scientific support will be provided to shortlisted PCNs if necessary, to facilitate the development of full proposals.

### **10. Evaluation criteria**

Proposals will be evaluated on the following criteria and sub-criteria:

- Relevance/pertinence: general context and rationale, and the general and specific objectives.
- Scientific and technical quality: state of knowledge, description of project activities, expected results, target groups and methodology.
- Potential impact mapped out through Impact Pathways: social, economic, environmental and gender issues
- Technical implementation plan: logframe and chronogram (Gantt chart)
- Implementation team: professional and technical experience and competence of the team, publication in the project area, and partnership mechanism.
- Budget: contribution of partners, use of funds requested from CORAF/WECARD,

### **11. Other relevant information**

Applicants are requested to visit the Website ([www.coraf.org](http://www.coraf.org)) and refer to the CORAF/WECARD competitive grant scheme operating manual for more details on how to adequately prepare their PCNs.

## Annex A: Project Concept Note

CORAF/WECARD Reference:	Unique reference number provided by CORAF/WECARD
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**NOTE: *Contact Details* in this section are submitted on a separate sheet**

<b>Project Coordinator</b>	This is the person with overall responsibility for the application to CORAF/WECARD and the implementation of the Project.
<b>Address</b>	Contact details for the Project Coordinator
<b>Telephone</b>	
<b>Fax</b>	
<b>e-mail</b>	
<b>Collaborator[s]</b>	Collaborating organisations with which agreements have been made. <b>A letter of intent, which demonstrates the collaborators are an active part of the proposal, must be included with the PCN</b>

These following sections are submitted on separate sheets to the ***Contact Details***

<b>Project Title</b>	The applicant should provide a title which concisely and accurately, describes the scope of the work
<b>CORAF/WECARD Priority Area</b>	This is the specific area that the project addresses. Note that proposals which do not address issues defined by the CORAF/WECARD <i>Call for Proposals</i> will not be processed.
<b>CORAF/WECARD Cross-cutting and Core Functions</b>	Which of the key cross-cutting and core functions of CORAF/WECARD, are of particular focus in the PCN.
<b>Project Location</b>	The countries for the proposed project – a minimum requirement is for the project to be in at least 3 countries. Only Project Concept Notes that satisfy this criterion will be processed.
<b>Total Cost of the Project</b>	Total budget required to implement the full-term project. CORAF/WECARD will indicate in the call for proposals any maximum or minimum budget limits.
<b>Duration of the Project</b>	How long will the project last? The maximum period is three years and there is no minimum, unless stated in the call for proposals.
<b>Date of PCN submission</b>	The date that the PCN was dispatched to the CORAF/WECARD Secretariat

### ***Specific Objective of the Project*** [Guideline 400 words]

**What is the justification for the proposed Project?** The *Specific Objective* is the impact or change that the Project hopes to achieve by delivering its Results, and provided certain Assumptions hold. It is also stated in summary form in the logframe. It is the reason for the project and should address an identified constraint to the development of the agricultural sector in the sub-region. It should be demand-driven and fall within the regional or country priorities given in the CORAF/WECARD *Call for Proposals* and the Strategic Plan. These are based on some of the key sub-regional and regional targets for the agricultural sector and clearly identified demand from end-users. Background information should include a description of the importance of the constraint[s] that the project is seeking to address and a very brief summary of any significant work already carried out in this area.

### ***Project Results*** [Guideline 300 words]

**What will be the Results of the work?** This is what the project will deliver. They are the terms of reference for the project. They are the necessary and sufficient conditions, provided Assumptions hold, for the achievement of the Specific Objective. They must be measurable, and deliverable within the time frame of the Project. They should reflect aspects of the CORAF/WECARD Results identified in its Strategic Plan [see Chapter 7, page **Erreur ! Signet non défini.**] which in summary cover technology generation [in the widest sense], policy research, capacity strengthening, and knowledge management. They may be seen as, inter alia, manuals, audio-visual products, agricultural products, infrastructure, marketing or information systems, policy options, institutional change, technologies. Promotion pathways to target organisations and beneficiaries should be identified where appropriate.

Target organisations are those formal or informal groups which will take up the Results of the proposed work and engage in the process of further increasing the numbers of users of the knowledge, technology or methodology.

### Research and Development *Activities* [Guideline 300 words]

**How will the project be implemented?** An outline of the studies, surveys, experiments and *Activities* which are to be designed and implemented in order to deliver the *Results* of the project. There should be an *Activity* or group of *Activities* associated with each *Result* of the project, the *Activities* defining the action strategy for *Result* delivery.

**Holistic methodologies that use novel approaches and combinations of stakeholders in innovative ways are encouraged.**

### Target Groups and Beneficiaries

**Who are the main target groups and beneficiaries of the proposed work?** The *target groups* are those closely involved in the implementation of the project whilst *beneficiaries* are beyond the immediate project boundary. Both groups will gain social, economic or environmental advantage from the technology, methodology or knowledge transfer *Activities* of the work to be supported. The *target group* immediately and the *beneficiaries* after further up-scaling of project *Results*. They may be identified in, for example, the household, the village community or the regional/national community.

### Assumptions

Explain particularly significant Assumptions at each level in the logframe. Important assumptions are **external** conditions or are factors over which the project does not have direct, or complete control, but on which the delivery of Results and achievement of objectives depends. See Chapter 2, page **Erreur ! Signet non défini.** on logframe preparation for further information.

### Financial Summary

The financial summary should take in to account anticipated inflation, and be kept to a minimum consistent with achieving the project *Outputs*.

<sup>1,2</sup> Proposed <i>Activities</i>	Year 1	Year 2	Year 3	Total
Activity 1		For <i>process projects</i> an estimated expenditure based on projected <i>Activities</i> is required for years after year 1		
Activity 2				
Activity ...n				
<sup>3</sup> Overheads				
<sup>3</sup> Contingency				
TOTALS				

<sup>1</sup> Rates for travel and subsistence should be according to the institutional norms of the organisations involved with the application. Certified, documentary evidence is required with the PCN that these are official rates. These should be kept to a minimum consistent with achieving the *Outputs* described in the PCN.

<sup>2</sup> A full justification for the purchase of equipment will be required in the project proposal.

<sup>3</sup> The total of **Overheads** and **Contingency** should not exceed 15%, and should, in any case, be kept to a realistic minimum. Where private sector organisations have additional tax liabilities the CORAF/WECARD Secretariat should be consulted.

## **Annex B: Format for Organisational Profiles**

### **1. ORGANISATIONAL PROFILE – NGOs and Community-based Organisations**

NGO and CBO Organisations wishing to act as the coordinating/lead organisation for a proposal should complete the following form. Additional information can be put on a separate sheet and attached to the form. None of the information given here will be disclosed without your consent. **It should be submitted at the same time, but separate from the PCN.**

Name of the organisation	
Type of the organisation [local, regional, national]	
Contact details [address, telephone, fax, email]:	
Registration date and serial number with concerned organisation:	
Date started to work:	
System of book-keeping:	
Date of last renewal of the registration:	

<b>Description of work</b>							
Type of work	Region or area	Household covered /contact person			Working period	Fund mobilisation	Source of fund
		Total	Female	Male			
Past work							
Extra rows may be added as required or details attached on a separate sheet							
Present work							
Extra rows may be added as required or details attached on a separate sheet							
If you have an internal fund, describe briefly how it is generated.							
List the major objectives of your organisation mentioned in your organisation's act.							
How have you analysed the local agricultural and social situation of the area?							

Is there any community or other, contribution to your programme?
Explain briefly, what kind of relationship/co-ordination your organisation has with other organisation[s]?
Does your organisation give emphasis to gender issues? If yes, at what level [for example, in office staff recruitment, responsibilities of staff, beneficiary's level in participation/decision making/benefiting from the programmes]?

Human resource in the organisation			
Name of persons	Position in organisation	Education qualification	Area and number of years of experience
Extra rows may be added as required or details attached on a separate sheet			
RECENT PUBLICATIONS [titles and references] by the organisation and its staff			

The size of the boxes on this form has been reduced for presentation purposes. Hard and electronic copies of the forms can be obtained from the CORAF/WECARD Secretariat. The electronic version may also be downloaded from the CORAF/WECARD Website

<http://www.coraf.org>

