

TRIPARTITE CALL FOR PROPOSALS

Thought for Food Initiative

Transdisciplinary research towards more sustainable food systems

[Ref. CfP 2015-07]

FREQUENTLY ASKED QUESTIONS

1. Who is eligible to apply?

A proposal should involve at least one research partner as part of the consortium submitting the proposal. A single proponent may submit a proposal provided that he/she is from a research organization.

If you are from an NGO, small and medium enterprise, farmer/producers organization, professional association, you cannot submit a proposal alone. However, you can either (i) constitute and coordinate your own consortium (which should involve at least one partner from a research organization as a scientific lead), or (ii) be part of a consortium submitting a proposal.

In any case, only not-for-profit organizations are eligible to receive funding under the Call. For-profit-organizations may be involved as associated partners but are neither eligible to receive funding nor to share intellectual property rights related to any output of the projects funded under this Call. They are, however, encouraged to provide funding towards the implementation of the project.

2. Is it mandatory to have partners from the Agropolis Foundation network and/or Fondazione Cariplo reference area?

The Call is open and eligibility is not subjected to any geographical limitation. It is not mandatory to include a partner from the Agropolis Foundation network and/or Fondazione Cariplo reference area. However, a particular, but not exclusive interest shall be accorded to projects involving researchers from these networks. Some funds may be directed to a small number of projects involving researchers from these networks provided that these are *at par* with other competitive proposals received.

3. Can you help us find a consortium to join?

We are not aware of any pre-existing consortium that is preparing a proposal for submission under this Call. You may, however, directly inquire from the list of research units from the Agropolis Foundation network (see item 4, footnote 7, of the TOR) or constitute your own consortium. In establishing your own group, kindly make sure that you have at least one member from a research organization.

4. How many proposals can one researcher submit?

An institution can submit and be associated in as many proposals as they want. An eligible individual can submit as many proposals as he/she wants. He/she, however, can be the Project Coordinator or Scientific Leader in only one funded project but can be involved in other projects as participant.

5. What is the difference between the role of the Project Coordinator and the Scientific Leader?

A project may have a Project Coordinator and a Scientific Leader.

The Project Coordinator shall be mainly responsible in ensuring the smooth implementation of the project, e.g.,

coordination and communication across the members of the Consortium, ensuring the timely submission of reports, tracking project budget, etc. He/she shall serve as the go-between between the project team and the funding organizations on matters pertaining to project implementation. He/she does not need to be a researcher or from a research institution.

The Scientific Leader shall be mainly responsible for ensuring the scientific quality and robustness of the project. He/she shall ensure that research activities are not only on track but are consistent with the project objectives as presented in the project document. He/she shall ensure that Consortium members make quality, relevant and timely contributions to the project. This person must be a researcher/scientist with track record and relevant skills and experience in the subject matter.

The two roles, however, can be assumed by one single person. Also, it should be noted that a person can be the Project Coordinator or Scientific Leader in only one funded project but can be involved in other projects as participant (cf: Item 4 above).

6. What type of projects can be submitted?

We are looking forward to funding research projects in either (or combination) of the two thematic strands of the Call involving various disciplines combining natural and social sciences. Although the two thematic strands would address research questions specific to it, individual projects should take a systemic approach and look at impacts at the food systems level, as much as possible from production to consumption. Projects restricted to one stage of the food system (production, processing, consumption, etc.) or one disciplinary focus (agronomy) will not be considered eligible.

We will fund research projects (as well as action-research), including those with a capacity building component, communications and advocacy components provided that these are integral parts of the overall initiative. These should be carried out once the research component has been completed or parallel to the implementation of the research component (subject to justification).

7. How detailed is the Concept Note to be submitted? Is there a maximum number of pages that should be respected?

The application form is available online (<https://agropolisfondation.optimytool.com/en/>). It is divided into several sections that would guide you in preparing your Concept Note. Each section specifies the maximum number of characters (spaces included) that should not be exceeded. Once filled, this corresponds to about 5 pages. Kindly read carefully the instruction in filling up the Application form. You can also download the Word version of the Form (available under the “Guidelines” section), fill it up offline and use it eventually to copy and paste your Concept Note once you are ready to submit it.

Only Concept Notes received via the electronic platform will be considered eligible. Those submitted by email will be disqualified.

As regards the level of detail, your submission has to be sufficiently detailed to respond to the evaluation criteria (which correspond to the different sections of the online Application Form) and to provide a coherent and clear view of your planned project.

8. Is there a need to submit a detailed budget? What is the maximum level of funding that can be funded by the Call?

A detailed budget at the Concept Note stage is not necessary. We, however, would like to have some information as to the level of funding that you are requesting. You simply have to provide this information in the online Application Form.

Funding request for each project should be for a minimum of €200K over three years. We did not set the maximum level of funding for this Call. Note, however, that an over-all budget of €2M is available *for a small number of research projects* jointly performed by researchers and their partners.

9. Is counterpart funding required?

Should a Concept Note be selected to advance to Full Proposal stage, proponents should present the counterpart contribution of the organizations involved in the Consortium in the Financial Annex of their Full Proposal. Counterpart contribution may include part of the salary of permanent staff (calculated on the basis of their time involvement) that could not be covered by the project, access to infrastructure and equipment, etc.

Proponents may charge part of the salaries of permanent staff involved provided that the sum does not exceed 12% of the eligible costs (requested grant minus overheads). The rest shall be considered as counterpart contribution.

Example:

- a) No. of permanent staff involved in the project = 5, each allocating 30% of their time to the project
- b) Annual salary of each permanent staff involved = €50,000
- c) $5 \text{ staff} \times €50,000 \times 30\% = €75,000$
- d) Total eligible cost = €450,000
- e) $12\% \text{ of } €450,000 = €54,000$
- f) The project could only charge €54,000 to the project and the €21,000 (which is “c” minus “e”) shall be considered as counterpart contribution of the proponents.