

Application Instructions

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I. Overview

IPA's Peace and Recovery Initiative, supported by UK International Development, has launched its eighth competitive funding round. **Proposals are due Friday, November 22, 2024, at 11:59 p.m. Pacific.** Those interested in applying are asked to first read the Initiative's [Call for Proposals](#).

Please reach out to peace@poverty-action.org with any questions.

II. Eligibility

Researcher Qualifications

At least one researcher per project must be primarily affiliated with a university (e.g. PhD Candidate, Assistant Professor, Professor, etc.), and either hold a PhD or be currently pursuing a PhD in a relevant discipline. The research team must demonstrate experience conducting field research and applying impact evaluation methods in sectors that are relevant to the Peace & Recovery Initiative. Projects may include additional researchers that do not meet these requirements. Please reach out to peace@poverty-action.org if you have questions about these requirements.

Exploratory grants are earmarked for LMIC-based researchers, junior faculty, PhD students and candidates, and other researchers who do not have significant sources of funding for travel and exploratory work. Researchers with different profiles may also apply, but we encourage contacting us to assess eligibility.

Implementing Partners

To apply, implementers delivering programs or designing policies—such as civil society, governments, and multilateral organizations—should partner with researchers experienced in conducting similar research to the study being proposed. IPA is available to support matchmaking with researchers. Please reach out to peace@poverty-action.org for assistance.

Focus Countries

Funding for this initiative comes from the UK Foreign, Commonwealth & Development Office (FCDO, formerly DFID), as part of the J-PAL and IPA Governance, Crime, and Conflict Initiative (GCCCI). As such, a majority of funds must be spent in GCCCI priority countries, listed [here](#), noting these are subject

to change over time. We cannot support research in high-income countries. The Initiative will be able to consider projects in non-GCCI priority countries that are lower- and middle-income, but these proposals may have a lower probability of funding.

As IPA is a sub-recipient of a broader FCDO award to MIT, we kindly ask that researchers please review MIT's list of "[Countries Presenting Added Risk](#)" and reach out to the Peace & Recovery team in advance of submitting a proposal if considering research in one of these locations.

If you are uncertain about whether a country may be eligible, please email peace@poverty-action.org.

III. Research Management

Projects collecting data should specify the research management organization that will assist the research team with the implementation of the study. The organization must demonstrate experience implementing fieldwork in the location(s) where the study will take place and have a presence in the country. When a project is awarded funding, the funds will be internally assigned to an IPA Country Office or provided through a subaward to the research management organization or host university.

Projects taking place in countries where IPA has a [presence](#) are expected to be run through the local IPA Country Office, as these offices have the experience and long-term presence to ensure that projects meet excellent research quality standards, maintain strong partner relationships, and integrate with the work of the Peace & Recovery Initiative and IPA as a whole. Applicants should provide a clear motivation if they choose to work with another research management organization in a country where IPA is present. Please make sure to reach out to the local IPA Country Office as early as possible in the project development process so they can assist with research design, project planning, proposal development, and partner development. For assistance reaching out to IPA Country Offices, please email us at peace@poverty-action.org.

When conducting research in a country without an IPA Country Office, another research management organization must implement fieldwork. If the applicant is not already in touch with a research management organization, IPA may be able to assist in identifying an appropriate partner. For additional subgrantee requirements, please see the "*Grant Terms and Conditions*" section below.

Exploratory grants are most often awarded as consultant contracts to the successful applicant. In rare situations, these grants may be set up as a subaward to an appropriate research management organization. This is determined on a case-by-case basis.

Country Contacts

IPA offices have the ability to support project development and research implementation. Applicants should reach out to the below contacts early in the proposal stage.

Country	Contact Name	Contact Email
Burkina Faso	Emeka Eluemunor	celuemunor@poverty-action.org
Colombia	Juan Felipe Garcia	jfgarcia@poverty-action.org
Côte d' Ivoire	Emeka Eluemunor	celuemunor@poverty-action.org
Dominican Republic	Sergio De Marco	sdemarco@poverty-action.org
Ghana	Salifu Amadu	samadu@poverty-action.org
Kenya	Ginger Golub	ggolub@poverty-action.org
Liberia	Walker Higgins	whiggins@poverty-action.org
Malawi	Tamara Billima-Mulenga	tbillima@poverty-action.org
Mali	Emeka Eluemunor	celuemunor@poverty-action.org
Mexico	Odette Gonzalez Carrillo	ogcarrillo@poverty-action.org
Nigeria	Funmi Ayeni	fayeni@poverty-action.org
Papua New Guinea	Aftab Opel	aopel@poverty-action.org
Paraguay	Sergio De Marco	sdemarco@poverty-action.org
Peru	Barbara Sparrow	bsparrow@poverty-action.org
Philippines	Aftab Opel	aopel@poverty-action.org
Rwanda	Cassien Havugimana	chavugimana@poverty-action.org
Sierra Leone	Walker Higgins	whiggins@poverty-action.org
Tanzania	Zachary Isdahl	zisdahl@poverty-action.org
Uganda	Patrick Nalere	pnalere@poverty-action.org
Zambia	Tamara Billima-Mulenga	tbillima@poverty-action.org
Countries in Latin America (other than the above)	Sergio De Marco	sdemarco@poverty-action.org

IV. Proposal Instructions

Pilot, Full, and Infrastructure & Public Goods Creation Proposals

Proposal Requirements

Pilot study, full study, and infrastructure & public good creation proposals consist of (i) cover sheet and narrative; (ii) budget; (iii) letters of support; and (iv) power calculations (full impact evaluations and pilots that intend to randomize only). Please submit all materials in English, or with translations, through the [online portal](#) by **November 22, 2024, at 11:59 p.m. Pacific.**

Cover sheet and narrative: Pilot study, full study, and infrastructure & public goods creation projects should use [this template](#).

Please keep in mind the following when developing the cover sheet and narrative:

- The earliest grant start date we can consider is April 1, 2025, and the latest grant end date we can consider is December 31, 2027.
- The narrative should not exceed five pages, including the abstract and appendices, but not including the cover page.
- Please use 11-point Arial font.

Successful proposals will demonstrate:

- A clear research question that is framed in relation to the Peace & Recovery Initiative's scope and themes outlined in our [Call for Proposals](#)
- A robust research design, well-defined research instruments, and sample size estimates (or a plan to determine these through piloting)¹
- A feasible implementation plan
- Strong partnership commitment from implementing organizations (if applicable)

Budget: Please use [this template](#).

Please keep the following in mind when developing the budget:

¹ Please note that all funded projects will need to adhere to IPA's [Mandatory Research Protocols](#).

- Budgets are expected to adhere to the budget caps outlined in our [Call for Proposals](#) (\$75,000 for pilots, \$500,000 for full studies, \$250,000 for infrastructure and public goods projects). In recognition that research in some locations or with some populations is more costly, on a case-by-case basis we will consider budgets over the above award maximums with appropriate justification.
- Awards are normally paid on a cost-reimbursable basis.
- Proposals must explain all costs in the “description” column of the budget, or include a brief budget narrative document detailing the major costs within the budget. For example, travel costs should include a breakdown of how many trips are planned, the estimated cost per trip, etc. If field costs are detailed in the budget template (number of field staff, roles, rates, etc.), they do not need further explanation in a budget narrative.
- Indirect costs:
 - Allowable indirect costs for different institutions:
 - Universities in high-income countries can charge up to 10% in indirect costs, applied to total direct costs.
 - Non-university non-profits from any location and universities from [low- or middle-income countries](#) may charge up to 15% in indirect costs, applied to total direct costs.
 - Projects implemented through IPA Country Offices do not need to include indirect costs in budgets and may apply to the funding category cap in direct costs. Please consult your Business Development representative for further guidance.
 - We understand that the cap on overhead or indirect costs under this initiative is low. Grantees may include reasonable project support costs in budgets as direct costs. Such costs should be explained in the “description” column of the budget.
- Any equipment/asset purchases should include a breakdown of what is being purchased (e.g. how many laptops), as well as the project staff that will be assigned to the equipment. Please note that most assets will need to be tracked, per the terms of our prime award. We recommend renting when possible.
- Costs for rent should be explained in the budget.
- For full impact evaluations, we will be requesting the collection of program implementation cost data, following IPA’s costing guidelines. IPA will provide templates for this. Researchers are encouraged to budget up to \$1,000 for this data collection.
- While we ask for the project’s total budget, we do not require this to include researchers’ salaries.
- It is the applicant’s responsibility to ensure that the budget follows the prospective subawardee’s policies for costs.

- Subawardees must be able to comply with the prime donor’s contracting and spending guidelines.
- Institutional Review Board (IRB) approval is required for all studies. This approval may come from a host institution’s IRB or IPA’s IRB. If applicants are planning on using IPA’s IRB, please make sure to budget for this process [per IPA’s IRB fee structure](#).

Funding is for qualified research costs. We generally cannot support:

- Program or intervention implementation costs, except in extremely rare circumstances when necessitated by the research design
 - N.b. These include any costs the implementing partner would have otherwise incurred to implement the program or intervention being tested. This also includes costs associated with refining or developing new approaches that will be adopted by the implementing partner if proven effective. P&R may consider supporting additions or alterations to the program that are required to answer the proposed research questions, but that the partner has not implemented in the past and will not implement in the future (e.g. a placebo intervention). Please reach out if you have any questions.
- Salary costs for researchers from institutions in high-income countries (funding for the salaries and/or time of researchers from institutions in low- and middle-income countries will be considered on a case-by-case basis by the review committee)
- Purely qualitative research that does not contribute to the development of impact evaluations or to understanding the results of impact evaluations
- Lab-in-the-field or survey experiments, except in rare circumstances, or within the context of piloting or implementing a broader impact evaluation
- Research using historical datasets, except in the context of a broader impact evaluation
- Costs labeled as incidental, miscellaneous, or contingency

Letters of support: Please provide the following letters of support:

1. All studies are required to provide a letter of support from the **institution that will receive the grant** (which may be an IPA Country Office, a J-PAL Regional Office, a university, or another institution), stating that they have reviewed the proposal and accepted the budget. Please note that this requirement applies to all projects, including those going through IPA Country Offices. Please contact them in advance for information on their policies for review and give them enough time to meet the proposal deadline.
2. Full study projects are required to provide a letter of support from the **program implementing partner**, who will manage the intervention to be evaluated. Please include basic information about the intervention, its prospective or secured funding sources, the motivation to participate in an impact evaluation (if applicable), an agreement to share program cost data (if an impact

evaluation), and the relationship with the research team. Applicants for pilot funding are encouraged to submit such letters of support, if available.

3. If available, please also include letters of support from **potential scale-up partners**.

Power calculations: Please note that all full studies are required to submit power calculations. If you are randomizing within a pilot, please also submit power calculations.

Your power calculation section should include an explanation of the parameters used and assumptions made, including sample size, effect size (minimum detectable effect), take-up and non-contact rates, attrition, and, if relevant, auto-correlation. For studies utilizing cluster randomization, these parameters should additionally include the number of clusters, average units per cluster, and intra-cluster correlation. Power calculations should be shown for each hypothesis question (outcome), and, if relevant, for sub-groups (strata or blocks). Make sure that the multiple comparison problem is addressed, if applicable (see Schochet, 2009). Justify your choice of parameters by discussing relevant literature.

The narrative should also explain the implications of the results for the main outcomes and hypotheses tested as part of this study. State how the power analysis varies with changes in key parameters. If possible, share the results of power calculations using a table.

Proposals should offer sufficient detail for reviewers to replicate power calculations. Include a supplementary file with the code and log (in Stata or R) that will allow the replication of your calculations. If you used another software to make power calculations, please provide the name of the source and the inputs used so that the reviewers can replicate the calculations.

Submission Instructions

Submit the following materials by **November 22, 2024 at 11:59 p.m. Pacific** through our online portal at: <https://airtable.com/appYZnk1Mz4ryR9vN/pagCrg6HRxwIRXxNB/form>.

1. Cover sheet and narrative saved as a single Word Document file titled [PI last name]_[Proposal title]
2. Separate budget form saved as a single Excel file titled [PI last name]_Budget
3. Letter(s) of support from implementing partners saved as PDF files titled [PI last name]_[Partner name]
4. Power calculations document titled [PI last name]_Power

Exploratory and Evidence & Policy Outreach Support Proposals

Proposal Requirements

Please note that exploratory grants are earmarked for LMIC-based researchers, junior faculty, PhD students and candidates, and other researchers who do not have significant sources of funding for travel and exploratory work. Researchers with different profiles may also apply, but we encourage contacting us to assess eligibility.

Exploratory and Evidence & Policy Outreach Support proposals consist of (i) a cover sheet and narrative and (ii) a budget, and, for exploratory proposals, (iii) a letter of support from the applicant's PhD advisor(s), if applicable. Please submit all materials in English, or with translations, through the [online portal](#) by **November 22, 2024, at 11:59 p.m. Pacific**.

Cover sheet and narrative: Please use [this template](#).

Please keep in mind the following when developing the cover sheet and narrative:

- The earliest grant start date we can consider is April 1, 2025, and the latest grant end date we can consider is December 31, 2027. That said, we expect most exploratory projects to be completed within a year.
- The narrative should not exceed two pages, including the abstract and appendices, but not including the cover page.
- Please use 11-point Arial font.

Budget: Please use [this template](#).

Please keep the following in mind when developing the budget:

- Exploratory grants are for a maximum of \$10,000. Evidence & Policy Outreach Support grants are for a maximum of \$25,000.
- Please include detailed budget notes in the column provided in the template.
- Generally, these grants are expected to primarily cover travel-related costs for principal investigators to conduct scoping trips and relationship development, instead of survey costs.
- In cases where additional research assistance is required, hiring enumerators must be done in compliance with local labor laws.

- If a grantee plans to work with an IPA Country Office, a J-PAL Regional Office, or another implementing organization, they should notify the organization before submitting an exploratory proposal, as these organizations may require applicants to budget for overhead or other expenses.

Letters of support:

- If the applicant is a PhD student or candidate, please submit a letter of support from a PhD advisor(s). If an advisor would prefer to provide the letter to us directly, they can send it to peace@poverty-action.org.
- Letters of support from implementing partners are not required for exploratory proposals.
- If the applicant will be working with a research management institution (e.g. an IPA Country Office or a J-PAL Regional Office), we require a letter of support from the institution that will receive the grant. Otherwise, exploratory grants are provided as a consultant contract to one of the researchers.

Submission Instructions

Exploratory proposal applicants should submit the following materials by **November 22, 2024 at 11:59 p.m. Pacific** via our online portal [here](#):

<https://airtable.com/appYZnk1Mz4ryR9vN/pagCrg6HRxwIRXxNB/form>

1. Cover sheet and narrative saved as a single Word Document file titled [PI last name]_[Proposal title]
2. Separate budget form saved as a single Excel file titled [PI last name]_Budget
3. Letter(s) of support from PhD advisor and, if applicable, research management institution saved as PDF files titled [PI last name]_[Advisor/Partner name]

Evidence use and policy outreach support proposal applicants should submit the following materials by **November 22, 2024 at 11:59 p.m. Pacific** via our online portal [here](#):

<https://airtable.com/appYZnk1Mz4ryR9vN/pagCrg6HRxwIRXxNB/form>

1. Cover sheet and narrative saved as a single Word Document file titled [PI last name]_[Proposal title]
2. Separate budget form saved as a single Excel file titled [PI last name]_Budget
3. **Optional** letter(s) of support from project partner(s), if applicable, saved as PDF files titled [PI last name]_[Advisor/Partner name]

V. General Terms and Conditions

1. This Call for Proposals is not and shall not be construed to be a contract, offer, or request for an offer. Those responding to this call receive no rights whatsoever as a result of their submissions. Innovations for Poverty Action (IPA) will not have any express or implied obligations or responsibilities to those who respond and will not otherwise be bound by any terms or conditions, except to the extent set forth in a definitive, final, written grant agreement duly executed by the recipient(s) and IPA. There is no commitment by IPA that such a final grant agreement will be executed, even if IPA enters into negotiations with the applicants, proposed recipient(s), or his or her institution.
2. IPA in its sole and exclusive discretion may reject any or all proposals with or without notice or reasons, withdraw this call at any time before or after delivery of proposals, or if no proposal is accepted, abandon the call.
3. IPA further reserves the right in its sole and exclusive discretion to waive irregularities or defects in any proposal, but in no event will IPA have any obligation to do so. Moreover, IPA will not be responsible for errors or omissions by anyone submitting a proposal, and IPA shall be the sole judge of the responsiveness, appropriateness and completeness of any and all proposals.
4. IPA reserves the sole and exclusive right in its discretion to modify the timeline for decision-making or otherwise modify or amend this call as it deems appropriate.
5. All responses to this call become the property of IPA. Regardless of any markings identifying the proposal or its content as proprietary or confidential, IPA reserves the right to disclose or use any information contained in the proposals and other presentations responsive to this call. The review board making funding decisions includes external academics and policymakers, who will receive a copy of the proposals.
6. IPA is not responsible for and will not reimburse any costs incurred in submitting materials or information pursuant to this call or in otherwise responding to this call, including but not limited to evaluating, responding, providing follow-up, negotiating, and otherwise complying with it.
7. Applicants agree to be bound by the terms of their proposal for at least sixty days from the date such proposals are due, and otherwise agree to negotiate in good faith any other terms for a definitive arrangement if selected by IPA to do so.
8. Applicants certify that the work product they propose to create or use if they are a grant recipient will not infringe on or violate the intellectual property rights (including but not limited to trademarks, copyrights, patents, trade secrets, moral rights) or privacy rights of any person or entity. Applicants submitting proposals, materials, or information further certify that they have or will have such ownership or use rights in such work product sufficient to allow IPA to achieve its purposes as generally provided for in this call.
9. Grant recipients agree that, if requested by IPA, they will provide additional information about any subcontractors, graduate students, research assistants, and other third parties engaged by the grant recipient to provide services. IPA reserves the right in good faith to approve any such persons in order to ensure consistency with IPA's expectations of quality and character.
10. Applicants are required to disclose to IPA all funders of their project. Depending on the co-funders, an applicant may be ineligible for funding from IPA under this call. Further information may be requested from the Peace & Recovery Program at IPA.
11. IPA reserves the right to request additional information from applicants. Applicants agree to make themselves available for follow-up as reasonably requested by IPA.

VI. Grant Terms and Conditions

Information on which projects are eligible for funding under each award can be found in our [Call for Proposals](#). If an applicant is awarded funding by IPA, the grant agreement may include clauses similar to the following:

1. In order to be eligible to receive funding, subgrantees must have the following:
 - a. Financial and accounting policies and procedures
 - b. Procurement policies and procedures
 - c. Conflict of interest policies and procedures
 - d. Errors and omissions insurance
2. The Grant Recipient shall respect human rights and shall abide by applicable local laws, environmental legislation including multilateral environmental agreements, as well as internationally agreed core labour standards.
3. The latest subgrant end date will be December 31, 2027.
4. The Grant Recipient shall ensure that none of the funds or assets provided under a grant agreement are made available or used to provide support to individuals, groups or entities associated with terrorism including those named on the lists the subrecipient checks as part of its standard Export practices. Applicant and its subcontractors may be contractually required to check anti-terrorism lists including, but not limited to:
 - a. HM Treasury's Office of Financial Sanctions Implementation – Financial sanctions: consolidated list of targets
 - b. UK Home Office – Proscribed terrorist groups or organizations
 - c. European Union – Consolidated list of sanctions
 - d. United Nations – United Nations Security Council Sanctions List
 - e. World Bank – World Bank Listing of Ineligible Firms & Individuals
5. The Grant Recipient shall ensure that: (i) it is not on an SDN List (defined below), nor is it directly or indirectly owned or controlled by an SDN (defined below); and (ii) the purchase and sale of the property and/or services, and the consummation of any other transaction contemplated by an agreement, will not violate any country sanctions program administered and enforced by the Office of Foreign Assets Control (OFAC) of the U.S. Department of the Treasury. For the purposes hereof, an SDN List is defined as one of the lists published by OFAC of individuals and companies owned or controlled by, or acting for or on behalf of, OFAC targeted countries, as well as individuals, groups, and entities, such as terrorists and narcotics traffickers, designated under OFAC programs that are not country-specific, and an SDN is one of the individuals or companies listed on an SDN List.
6. The Grant Recipient shall, upon request, provide IPA with its process for complying with all anti-terrorism requirements and periodic samples demonstrating such compliance.
7. The Grant Recipient shall not cause IPA or its prime sponsors to violate economic or financial sanctions, export controls, or trade embargoes imposed by the U.S. government.
8. The Grant Recipient shall acknowledge and confirm that it conforms to the U.S. Foreign Corrupt Practices Act and the UK Bribery Act.
9. The Grant Recipient must develop and maintain an up to date risk register that, as a minimum, enables individual risks to be clearly identified, an assessment of their likelihood and impact, and how they will be dealt with and escalated and who is responsible for monitoring and reporting them.
10. No equipment is authorized to be purchased without prior notification and subsequent approval. Items costing equal or more than GBP£500, including the purchase of netbooks, must be tracked, reported and inventoried for the life of the award. The final disposition of these items will be determined at the conclusion of the award.
11. The Grant Recipient shall allow IPA and its prime sponsors or their representatives to conduct evaluations and audits of the Project, which may involve visits to observe, review and discuss the operations and other materials connected to the Project.

12. IPA shall jointly own all work product, including but not limited to all data, reports, information or other materials, and any intellectual property rights therein, created or delivered by the Grant Recipient under the grant agreement. The terms of the grant agreement shall not affect the ownership of any data, materials or intellectual property rights that pre-exist the effective date of or were developed outside of the grant agreement.
13. IPA reserves the right to use work produced under this grant for academic or professional purposes, including in publications.
 - a. The Grant Recipient agrees to provide documentation on data collection and analysis, including:
 - i. Sharing data collection instruments and methodologies with IPA and other grantees
 - ii. Publishing collected data online no later than 18 months after completion of field collection of data
14. All projects will be required to collect cost-effectiveness data. Projects demonstrating positive impacts on the outcomes of interest will be required to make cost-effectiveness data publicly available, and all evaluations will be required to publish the per unit cost of programs.
15. The Grant Recipient must provide regular financial and narrative reporting to IPA, as per a timeline and using templates provided in the grant agreement.
16. IPA reserves the right not to issue subawards to organizations subject to FCRA due to restrictions on recovering of funds. Please email @peace@poverty-action.org if you have any questions
17. Grantees will acknowledge funding provided by UK International Development, awarded through the Peace & Recovery Initiative, in written and verbal communications about the research, including in announcements. Funding should be acknowledged with the following language in all publications: “This project was funded with UK International Development from the UK government, awarded through Innovation for Poverty Action’s Peace & Recovery Program.”
OR “This project was funded by UK International Development, awarded through Innovation for Poverty Action’s Peace & Recovery Program.”

This list is not exhaustive. The Grant Recipient may be required in the grant agreement to comply with other requirements from IPA and IPA’s prime donors.