



# Application Instructions

## Table of Contents

<b>I. Overview</b>	<b>2</b>
<b>II. Eligibility</b>	<b>2</b>
Researcher Qualifications	2
Implementing Partners	2
Subrecipient Organization	3
<b>III. Research Management</b>	<b>3</b>
Country Contacts	4
<b>IV. Proposal Instructions</b>	<b>5</b>
Proposal Requirements	5
Submission Instructions	8
<b>V. General Terms and Conditions</b>	<b>9</b>
<b>VI. Grant Terms and Conditions</b>	<b>10</b>



## I. Overview

IPA's [Citizen Security Research Initiative](#), supported by the United States Department of State's Bureau of International Narcotics and Law Enforcement Affairs (INL), has launched its first competitive funding round. **Proposals are due Wednesday, April 15, 2026, at 11:59 p.m. Pacific.** Those interested in applying are asked first to read the Initiative's [Call for Proposals](#) and [Proposal Tips](#) documents.

Please reach out to [justice@poverty-action.org](mailto:justice@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) 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 Citizen Security Research Initiative. Projects may include additional researchers who do not meet these requirements.

In limited and exceptional cases, the Citizen Security Research Initiative may consider proposals where the relevant researcher is affiliated with a recognized research institution other than a university, provided that this affiliation demonstrates standards of academic rigor and research capacity comparable to those of a university. Such institutions may include independent research institutes, think tanks, or other entities with a demonstrated experience conducting rigorous and policy-relevant impact evaluations or related research and a clear track record of publishing these studies in academic journals. To support this assessment, applicants should provide documentation such as the organization's research portfolio, relevant publications, and evidence of prior externally funded research projects of a similar scope or nature to the proposed study.

Please reach out to [justice@poverty-action.org](mailto:justice@poverty-action.org) if you have questions about these requirements.

### 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 proposed. They must demonstrate their support for the proposal and their



commitment to collaborating in the development of the study. IPA is available to support matchmaking with researchers. Please reach out to [justice@poverty-action.org](mailto:justice@poverty-action.org) and complete this [matchmaking form](#) for assistance.

## Subrecipient Organization

Each application must designate one organization to receive and manage subaward funds. IPA cannot subaward to individuals.

As this funding originates from the U.S. Department of State, organizations must also have a Unique Entity ID (UEI) issued by [SAM.gov](https://sam.gov) before grant funds can be issued. For more information, please visit <https://sam.gov>.

## 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 CSRI 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 [justice@poverty-action.org](mailto:justice@poverty-action.org).

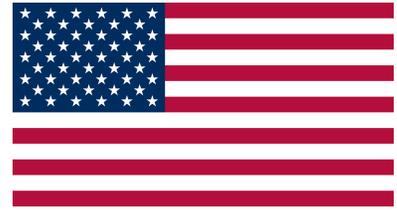
When conducting research in a country without an IPA Country Office, IPA may still be able to support fieldwork implementation; therefore, applicants may contact the Out of Country Office team representative (see below). If IPA is not present or able to implement the study, another research management 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.



## Country Contacts

IPA offices have the ability to support project development and research implementation. Applicants should reach out to the contacts below at least two weeks prior to the expression of interest deadline.

Country	Contact Name	Contact Email
Colombia	Juan Felipe Garcia	<a href="mailto:jfgarcia@poverty-action.org">jfgarcia@poverty-action.org</a>
Côte d'Ivoire	Maud Amon-Tanoh	<a href="mailto:matanoh@poverty-action.org">matanoh@poverty-action.org</a>
Ghana	Salifu Amadu	<a href="mailto:samadu@poverty-action.org">samadu@poverty-action.org</a>
Kenya	Ginger Golub	<a href="mailto:ggolub@poverty-action.org">ggolub@poverty-action.org</a>
Liberia	Zin Nwe Win	<a href="mailto:znwewin@poverty-action.org">znwewin@poverty-action.org</a>
Malawi	Emmanuel Bakirdjian	<a href="mailto:ebakirdjian@poverty-action.org">ebakirdjian@poverty-action.org</a>
Mexico	Odette González Carrillo	<a href="mailto:ogcarrillo@poverty-action.org">ogcarrillo@poverty-action.org</a>
Nigeria	Funmilayo Ayeni	<a href="mailto:fayeni@poverty-action.org">fayeni@poverty-action.org</a>
Peru	Barbara Sparrow	<a href="mailto:bsparrow@poverty-action.org">bsparrow@poverty-action.org</a>
Philippines	Aftab Opel	<a href="mailto:aopel@poverty-action.org">aopel@poverty-action.org</a>
Rwanda	Cassien Havugimana	<a href="mailto:chavugimana@poverty-action.org">chavugimana@poverty-action.org</a>
Sierra Leone	Zin Nwe Win	<a href="mailto:znwewin@poverty-action.org">znwewin@poverty-action.org</a>
Tanzania	Zachary Isdahl	<a href="mailto:zisdahl@poverty-action.org">zisdahl@poverty-action.org</a>
Uganda	Miriam Opwonya Laker	<a href="mailto:chavugimana@poverty-action.org">chavugimana@poverty-action.org</a>
Zambia	Emmanuel Bakirdjian	<a href="mailto:ebakirdjian@poverty-action.org">ebakirdjian@poverty-action.org</a>
Outside of Country Office (other than the above)	Sergio De Marco	<a href="mailto:sdemarco@poverty-action.org">sdemarco@poverty-action.org</a>



## IV. Proposal Instructions

### Proposal Requirements

Proposals consist of (i) cover sheet and narrative; (ii) budget; (iii) letters of support. Pilot study and full impact evaluation study proposals that intend to randomize must also include (iv) power calculations. Please submit all materials in English, or with translations, through [our online portal](#) by **Wednesday, April 15, 2026, at 11:59 p.m. Pacific.**

**Cover sheet and narrative:** 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 August 1, 2026, and the latest grant end date we can consider is July 31, 2027.
- Applicants should develop their proposals and budgets assuming a July 2027 end date, and must clearly demonstrate the ability to complete all proposed activities within that timeframe. In limited and exceptional circumstances, a no-cost extension of up to six months may be considered. Extensions are not guaranteed and should not be assumed when designing the project. Any request for additional time would be reviewed on a case-by-case basis, based on demonstrated need, and would be considered toward the end of the approved period of performance, subject to approval by the CSRI team and the donor. No additional funding would be provided beyond the original award amount.
- The narrative should not exceed seven pages, including the abstract and appendices, but not including the cover page or milestones tables.
- Please use 11-point Arial font.

Successful proposals will demonstrate:

- A clear research question that is framed in relation to the Citizen Security Research 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)<sup>1</sup>
- A feasible implementation plan
- Strong partnership commitment from implementing organizations and research management organizations (if applicable)

---

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



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

Please keep the following in mind when developing the budget:

- **Subawardees must be able to comply with the prime donor’s contracting and spending guidelines outlined in the [Grant Terms & Conditions](#).**
- Budgets are expected to adhere to the budget caps outlined in our [Call for Proposals](#) (US\$75,000 for pilots, US\$400,000 for full impact evaluation studies, US\$250,000 for infrastructure and public goods creation projects, US\$75,000 for foundational and contextual research 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 and the estimated cost per trip. Field costs should include details on the number of field staff by role, their rates, the number of fieldwork days, etc. This information can be included directly in the budget template. If not, they should be explained in a budget narrative.
- Researchers or principal investigators (PIs) whose institutional salary does not fully cover their time on the project may request supplemental salary support, which will be considered on a case-by-case basis.
- Indirect 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.
- 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 US\$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.
- Institutional Review Board (IRB) approval is required for all studies that collect primary data, regardless of the project type. 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. CSRI 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.
- Lab-in-the-field or survey experiments, except in rare circumstances, or within the context of piloting or implementing 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 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 deadline.
2. Full impact evaluation 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 study 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 impact evaluation 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, autocorrelation. 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**

Applicants should submit the following materials by **Wednesday, April 15, 2026, at 11:59 p.m. Pacific** via our [online portal](#):

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



## 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.
12. All impact evaluations 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.
13. The Grant Recipient must provide regular financial and narrative reporting to IPA, as per a timeline provided and using templates provided in the grant agreement.



14. IPA reserves the right not to issue subawards to organizations subject to FCRA due to restrictions on recovering of funds. Please email [justice@poverty-action.org](mailto:justice@poverty-action.org) if you have any questions
15. Grantees will acknowledge funding provided by the U.S. Department of State awarded through the IPA Citizen Security Research Initiative, in written and verbal communications about the research, including in announcements.

## VI. Grant Terms and Conditions

If an applicant is awarded funding by IPA, the resulting Grant Agreement shall include, but not be limited to, provisions substantially similar to the following:

1. Prime Award Flow-Down and Governing Authority: This award is funded under IPA's Cooperative Agreement with the U.S. Department of State. The Grant Recipient agrees to comply with:
  - All applicable provisions of 2 CFR 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards)
  - The Department of State Standard Terms and Conditions for Federal Awards
  - All other applicable U.S. federal laws, regulations, and executive orders.

IPA reserves the right to update grant requirements to reflect changes in the Prime Award.

2. Monitoring, Evaluation and Access to Records: IPA and/or the SPONSOR reserve the right to conduct a baseline assessments, monitoring activities, performance reviews, and/or independent evaluations of grant performance. The Grant Recipient shall:
  - Cooperate fully with any evaluation or assessment
  - Provide timely access to data, documentation, personnel, and project sites
  - Maintain complete and accurate records related to the award for a minimum of three (3) years following submission of the final financial report (or longer if required under federal regulation)
  - Comply with audit requirements under 2 CFR 200 Subpart F, if applicable.

No additional funds will be provided solely for participation in Sponsor-led evaluations; however, such participation should not impose unreasonable or uncompensated costs. Evaluation findings may be used for program improvement, accountability, reporting to Congress, and public transparency purposes.

3. Acknowledgement and Public Communications: Any publications, materials, or communications from the award must include:

Acknowledgement statement:

"This [article] was funded [in part] by a grant from the SPONSOR. The opinions, findings and conclusions stated herein are those of the author[s] and do not necessarily reflect those of the SPONSOR". The GRANT RECIPIENT must ensure that this disclaimer be included on all Publications, reports, presentations, brochures, flyers, posters, billboards, digital materials or other graphic artwork that are produced under the terms of the award.

4. International Travel - Fly America Act Compliance: All international travel charged to this award must comply with the Fly America Act (49 U.S.C. § 40118). Travel must be conducted on U.S flag air carriers unless an allowable exception applies. If travel was on a foreign flag carrier, a statement justifying the use of a foreign flag carrier, which meets one of the exceptions cited in the "Fly America Act", must be included with the financial report. Travel on a foreign flag carrier, which does not meet one of the exceptions of the Act, will be disallowed.
5. Human Rights Vetting - Leahy Law Compliance: Funds provided under an award are subject to Section 620M of the Foreign Assistance Act of 1961, as amended, a provision titled "Limitation on Assistance to Security Forces" (the "Leahy Amendment"). Accordingly, none of the funds under this award may be used to provide training or other assistance to any unit or member of the security forces of a foreign country if the Department of State has credible information that such unit or individual has committed a gross violation of human rights. In signing an award, the GRANT RECIPIENT



agrees to exercise due diligence to ensure compliance with the Leahy Amendment provision and Department of State policy, and to cooperate with the Department of State in implementation of the requirement. The Department of State implements the Leahy Amendment requirements by vetting units or individuals proposed for training or other assistance to check for credible information of a gross violation of human rights by such units or individuals. To facilitate Department of State vetting, the Recipient must provide a set of information for proposed participants at least sixty (60) calendar days prior to commencing award activities. The GRANT RECIPIENT must collaborate with the relevant U.S. embassy on a case-by-case basis to determine if the Leahy requirement applies to specific activities or proposed participants. Individuals who are not members of the security forces but who participate in activities under the award (e.g., politicians, academics, etc.) generally do not need to be vetted. Submission Deadline: Each candidate must be cleared under Leahy vetting in advance of participation in activities funded under this award. The vetting process typically takes approximately one month but may take longer if there are a large number of candidates or if issues arise. Thus, all information on proposed candidates must be received by the embassy at least sixty (60) days in advance of the training event or other activity. The GRANT RECIPIENT agrees that it will not include any security forces candidate in training or other activities funded under this award until the State Department advises that the candidate has cleared Leahy vetting and is approved for participation. Failure to comply may result in suspension or termination of the award.

6. Financial Management and Allowable Costs: The GRANT RECIPIENT shall comply with the Department of State Standard Terms and Conditions for Federal Awards, as applicable. Electronic copies containing the complete text are available at:  
<https://www.state.gov/wp-content/uploads/2025/03/Standard-Terms-and-Conditions-for-Federal-Awards-10.1.24-15.pdf>

The Grant Recipient shall:

- Maintain a financial management system compliant with 2 CFR 200
- Charge only allowable, allocable, and reasonable costs
- Adhere strictly to the approved award budget.

Budget Modifications

- Variances of ten percent (10%) or more between major budget categories require prior written approval
- Pre-award costs are not allowable unless expressly authorized
- Cost sharing, if applicable, must be documented and verifiable.

Indirect Costs: Indirect costs are allowable only if:

- Included as a specific line item in the approved budget; and
- Supported by a current Negotiated Indirect Cost Rate Agreement (NICRA); or
- Claimed under the de minimis 10% MTDC rate (if eligible under 2 CFR 200.414).

Recovery is limited to the amount approved in the award budget. Any indirect cost proposal must be submitted within three (3) months of the award effective date if required.

7. Reporting Requirements: The GRANT RECIPIENT will be responsible for reporting on progress in a format to be provided by the CSRI Program on a schedule to be determined by mutual agreement. Progress reports must contain a comparison of actual accomplishments to the objectives of the award established for the period. This should include information on how costs are tied to accomplishments, the reasons why established goals and targets were not met, if any, and additional pertinent information, including an analysis and explanation of cost overruns or high unit costs.
8. GRANT RECIPIENT will submit a budget in detail, along with a written justification sufficient to determine the need and reasonableness for the proposed costs. Indirect costs will not be allowable charges against the award unless specifically included as a line item in the approved budget for the award. Indirect cost recovery for any actual indirect costs incurred by the recipient that are greater than the indirect cost line item in the approved award budget is limited up to the award amount.
9. Suspension, Modifications and Termination: IPA may modify, suspend or discontinue any payment of funding under this Agreement or terminate this Agreement upon thirty (30) days' written notice to SUBRECIPIENT if: (a) IPA is not reasonably satisfied with progress on the Project or submitted deliverables; (b) there are significant changes to Principal Investigator or any team member with substantial involvement in the Project, or other factors that the IPA reasonably



believes may threaten the Project's success; (c) SUBRECIPIENT fails to comply with this Agreement or (d) for any reason. IPA may terminate this Agreement effective immediately upon written notice to the SUBRECIPIENT if the PRIME AWARD is terminated by the SPONSOR. Upon termination, SUBRECIPIENT shall be reimbursed for all approved costs and non-cancellable obligations incurred in the performance of the Project up to the effective date of termination.

10. Compliance with Federal Requirements: The Grant Recipient must comply with all applicable federal requirements, including but not limited to:
- Anti-terrorism financing regulations
  - Trafficking in persons prohibitions
  - Non-discrimination statutes
  - System for Award Management (SAM) registration requirements
  - Debarment and suspension rules
  - Mandatory disclosures under 2 CFR 200.113
  - Drug-Free Workplace requirements

Failure to comply may result in corrective action, suspension, or termination.

11. Closeout: The Grant Recipient must complete all closeout requirements within the timeframe specified in the award agreement, including:
- Final financial report
  - Final program report
  - Inventory of equipment (if applicable)
  - Disposition of unused funds

Unobligated balances must be returned to IPA.

12. Non-Exhaustive Nature

This list of terms is not exhaustive. Additional provisions may be included in the Grant Agreement to reflect:

- Special conditions under the Prime Award
- Risk assessment findings
- Modifications to the Prime Award
- Federal regulatory updates.