

# START/PACOM CALL FOR PROPOSALS 2008

## A CALL FOR RESEARCH PROPOSALS RELATED TO ENVIRONMENTAL CHANGE TENDERED TO THE AFRICAN GLOBAL CHANGE RESEARCH COMMUNITY

### I. Background

#### The Mission of START and PACOM

START, the global change SysTem for Analysis, Research and Training, co-sponsored by the Earth Systems Science Partnership<sup>1</sup>, seeks to enhance the scientific capacity of developing regions to conduct global change research. START promotes regional collaborative research networks, which conduct research on regional aspects of environmental change, assess impacts and vulnerabilities to such changes, and provide information to policy-makers. START mobilizes resources to support infrastructure and research programs on environmental change within developing regions and provides a variety of capacity building opportunities aimed at young scientists who are pursuing global change research within these regions. Through its various activities, START enhances the scientific capacity of developing countries to address the complex processes of environmental change and degradation, as well as policy implications and measures for adaptation.

PACOM, the Pan-African Committee for START, serves as a regional coordination body for START's activities in Africa. PACOM is comprised of scientists and policy-makers who are actively engaged in activities addressing issues related to global change and its relation to sustainable development. The Pan-African START Secretariat, based in Tanzania at the University of Dar es Salaam, serves as the coordinating office for START's activities in Africa.

#### Call for Proposals

START, through funding from the US National Science Foundation on behalf of the United States Climate Change Science Program, is able to offer this Call for Proposals. The objectives of this call are: 1) to contribute directly to global change science in Africa including **land cover change** resulting largely from agriculture, forest clearing and infrastructure development; **atmospheric composition change** as a result of human-induced emissions of greenhouse gases, aerosols and nitrogen- and sulphur-containing trace gases; the **climate change** that they together cause; **biodiversity loss** resulting from over-harvesting, loss of habitat and pollution; the interconnected economic and political factors involved in **globalization**; the **demographic**

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<sup>1</sup> Information about the global change research programmes and their science plans is available from their websites:

Earth Systems Science Partnership (ESSP) <http://www.essp.org>.

ESSP is comprised of:

World Climate Research Programme <http://www.wmo.ch/web/wcrp/wcrp-home.html>

International Geosphere-Biosphere Programme <http://www.igbp.kva.se>

International Human Dimensions Programme on Global Environmental Change  
<http://www.ihdp.uni-bonn.de>

DIVERSITAS <http://www.diversitas-international.org>

changes in the size, composition, and distribution of populations; including the tendency towards **urbanization**; and the changes in resource consumption and waste production that accompany **increasing wealth** and **novel technologies**; 2) to enhance the understanding of the impacts and consequences of global changes in Africa, 3) to create long-term, collaborative research partnerships between African scientists and those in developed countries, 4) to foster the integration of African researchers into the international global change research programmes of ESSP, IHDP, IGBP, WCRP, and DIVERSITAS, and 5) to contribute to regionally integrated efforts on GEC projects such as: CLIVAR VACS (Variability of the African Climate System), AMMA (African Monsoon Multidisciplinary Analysis), AfriFlux and others.

**To be eligible for consideration, the proposals must explicitly address priority issues identified in the frameworks of START's sponsoring programs (IGBP, IHDP, and WCRP) of the Earth System Science Partnership. Priority will be assigned to proposals that focus on the following three themes:**

Theme 1: Climate Variability & Climate Change

Theme 2: Impacts/Adaptations/Vulnerability to Climate Change

Theme 3: Land Use Change/Ecosystems/Biogeochemical Change/Biodiversity

**African scientists currently supported by START through its annual grant from US NSF may not submit requests for new support under this call.**

**Applications (including cover sheet, proposal descriptions and attachments) of more than 16 (sixteen) pages will not be accepted.**

This document explains the types of proposals that will be considered, the method and format of the application process, the peer-review, and decision-making process. This information is also available from the START website ([http://www.start.org/Program/African\\_sm\\_grants.html](http://www.start.org/Program/African_sm_grants.html))

## **II. Procedure for Proposals**

### **1. Eligibility**

To be eligible for consideration under the START/PACOM 2008 Call for Proposals a proposal must meet the following basic criteria:

- The proposed research must relate to an area of scientific interest within the Framework of this Call (see above)
- The principal proponent(s) must be based in an African institution. However, international partnerships are encouraged,
- The "Format for Proposals" must be followed.
- The one-page Application Form must be completed in its entirety(attached);
- The total number of pages must not exceed 16 (sixteen).
- Arrive at the International START Secretariat no later than **midnight (24:00) – US Eastern Time – on Wednesday 19 December 2007.**

Proposals that fail to meet these basic criteria will not be considered for funding.

## 2. Funding Limit and Project Timetable

The intent is to make around 10 awards in this round; typical award levels range from US\$10,000 to US\$15,000. Selected projects are expected to *begin around* 01 June 2008 and must be completed by 31 May 2009.

## 3. Eligible proposals will be evaluated against the criteria outlined below:

- Technical soundness
- Building regional capacity for global change research
- Developing and/or strengthening collaborative research relationships among African scientists within their own country and with scientists from other African countries, as well as with partners from other continents
- Developing and/or strengthening links with government policy and programmes
- Developing and/or strengthening relations with regional and international global change research programmes and inter-governmental bodies and mechanisms

Support may be requested for activities which:

- Address knowledge gaps in key research areas
- Include capacity building as part of the research activities
- Develop products suitable for policy, decision-makers such as integrated assessments impact assessments, regional climate models, etc.

Support will not be provided for:

- Costs incurred by participants from a developed country, with the exception of limited travel support for collaboration with African researchers
- Operating costs of institutions
- Establishment or maintenance of long-term routine observation and monitoring systems

## 4. Application Timetable

Proposals Due: no later than **midnight (24:00) – US Eastern Time – on Wednesday, 19 December 2007, to the International START Secretariat.** (All applications will be acknowledged as they are received and processed.)

Award Decisions: Proponents will be notified by 01 April 2008 of the outcome of their application. Funding will commence after START has received approvals for the sub-awards from US NSF.

## III. Format for Proposals

All proponents are required to complete the one-page Application Form (Download from START website). The main body of the proposal should be a maximum of five pages (plus the

four specified appendices of) in the format outlined below. The TOTAL NUMBER OF PAGES MAY NOT EXCEED 16 (sixteen). The preferred format is MSWord document.

<b>Section</b>	<b>Information Required</b>
<i>Project Title</i>	Title of the proposed project.
<i>Detailed Proposal</i>	Description of the entire project, START/PACOM funded portion, work plan, timeline, etc. expanding where necessary on information provided in the cover sheet.
<i>Relationship To Research Themes of this Call</i>	Description of the relationship of this proposal to the research themes of this call.
<i>Capacity Building</i>	An explanation of how the project will build national/regional capacity to conduct global change research.
<i>International Collaboration</i>	An explanation of how the project will foster long-term international collaboration.
<i>Scientific Contribution of each Participating Investigator</i>	An explanation of the scientific contribution of each participating investigator.
<i>Links To Policy</i>	An explanation of how the project will contribute to national/regional policy making.
<i>Relationship to Global Change Research Programmes</i>	Details on any relationship to the scientific agendas, activities, and projects of ESSP, IGBP, IHDP, WCRP, or DIVERSITAS and any specific contacts with core projects.
<i>Previous or Current START Awards</i>	An explanation or description of any current or past award received from START.
<i>Related Research Work</i>	Details of existing research work on the proposed topic.
<i>Appendix 1 Major Collaborators</i>	Details of the major collaborators ( <i>names, organizations, contact details</i> ).
<i>Appendix 2 CV of Proponent</i>	Short CV for proponent and major collaborators ( <i>maximum two pages per CV</i> ).
<i>Appendix 3 Budget</i>	Full budget estimate for the project in US dollars, clearly indicating START/PACOM portion and in-kind and other contributions. (See : Financial Guidelines, Attachment A of this document.)
<i>Appendix 4 Details of funds from other sources</i>	Where funds are received (in-kind and other contributions) from other sources for your project, please provide details on the amount, source, and specific purpose/use of both the START/PACOM funds and the funds from other sources in the project. Written evidence of other funding sources may be required.

### Submission Procedures

Full proposals must reach the International START Secretariat by the deadline. START strongly prefers electronic submission in MSWord format for both the Application Form and the full

proposal. However, proposals submitted by fax or mail will be accepted. In case of submission by mail, please send two copies only. Do not staple or bind the copies.

#### **IV. START/PACOM Support**

Upon successful peer-review and decision to make an award, a contract will be prepared. It will be signed by the Director of the International START Secretariat, the Principal Investigator, and an administrative representative from the Institution. The contract will provide information on the payment schedules, activities, time-tables, reporting requirements, etc. Contracts will be executed only with the Institution of the principal investigator(s). The award is made to the Institution, whose financial agents will manage and oversee disbursements to the Principal Investigator.. Contracts will not be executed with individuals.

#### **V. Additional Funding**

Where additional funding from other sources is described in the proposal, the proponent may be required to submit evidence of said funding prior to the execution of contract.

#### **VI. Inquiries**

Inquires during the application process, as well as submission of the Application Form and the full proposal should be directed to the International START Secretariat:

Attn: Charles S. Kauffman  
2000 Florida Ave. NW, Suite 200  
Washington, DC 20009 USA  
Tel: +202-462-2213  
Fax: +202-457-5859  
Email: [cskauffman@agu.org](mailto:cskauffman@agu.org)  
Web: [www.start.org](http://www.start.org)

Email is the preferred method of communication.

## Attachment A – Financial Guidelines

### FINANCIAL GUIDELINES FOR START-SUPPORTED ACTIVITIES

The following guidelines indicate what costs will and will not be covered by NSF/USCCSP funding and, if funded, to what degree.

#### 1. Basic Principles

As a basic principle, START encourages project proponents to use existing resources, such as employed staff, office space, and equipment to the maximum extent possible. Joint financing arrangements are encouraged.

#### 2. Remuneration

Support is not available for administrative staff payments or to supplement the pay of existing researchers. Project members may receive part-time staff fees for time spent on the project. The duration of part-time employment should be requested based on the need. The requested amount of remuneration should be reasonable in consideration of the standards of the country and subject to compliance with relevant laws of the country in which the part-time position is located. START funding is not available for any of the costs incurred by the principal investigator based within a developed country. Their contribution (time, materiel, etc.) should be presented as an in-kind contribution within the budget.

#### 3. Equipment

Support should not be seen as an opportunity to add to normal capital and equipment budgets of organizations. In some cases the most economical way to achieve a temporary increase in capacity needed for a project would be leasing or renting equipment for the duration of the project. This could be included in a proposal.

Where lease or rental are not available, or where the cost of purchase is reasonable in comparison to rental, and it can be demonstrated that the purchases directly support the project objectives, START may consider providing funds for equipment purchase. In the case of projects where equipment is purchased, the ownership of the equipment at the end of the project period must be decided upon and clearly stated in the Contract. Ownership of equipment by project proponents will, in any case, be subject to successful completion of the project.

#### 4. Travel

Where travel is necessary for the performance of the project, the most **economical means of transport** consistent with effective pursuit of the project should be used. When accurate fares are not known in advance, eighty percent of the normal economy fare may be used for the purpose of budget estimations. More detailed estimates should be used before the project implementation when the Contract is developed. Actual travel costs should be reported after the end of the funded activity, supported with evidence.

Airfare for projects funded through US NSF/USCCSP must be on US Carriers or code-share flights. For more details and exceptions please contact your project representative at the International START Secretariat.

To save costs, project members are always requested to purchase discount tickets. Upgrades to business class are to be done at one's own expense. Transportation between the airport and hotel may be by the most economical means available, with an upper limit of US\$30 each way.

Support from this grant will cover the cost of any airport taxes and other taxes incurred, as well as necessary visas and inoculations. Telephone calls during travel are not covered by this grant. Excess baggage fees will be covered only for items necessary to the project. START will not cover expenses incurred from side trips or other items unnecessary to the project.

#### 5. Per Diems

A per diem may be provided to project team members when performance of the project requires them to travel away from their home and spend a full night or more away. The per diem is provided to cover costs of accommodation and a daily allowance. Per diem rates will be consistent with the published US Department of State Per Diem rates for foreign travel on the dates of travel.

#### 6. Other Expenses

Reasonable expenses (such as printing, copying, communication, and rental of meeting rooms) will be permitted by START if they are necessary to the implementation of the project and are documented.

#### 7. Administrative Overheads

The granting guidelines of the US NSF/ USCCSP do **NOT** permit the Institution to collect administrative overhead. All costs incurred must be enumerated as direct costs. The cost for administration of the grant should be presented in the budget as collateral support from the host institution.

#### 8. Currencies

In general, START support will be in US Dollars. Calculations of currency exchange will be based on the international transfer rate in effect on the date of the transaction. Once approved, budgets will not be adjusted to reflect changes in currency rates between date when the proposal was written and the time of contract execution.

#### 9. Documentation

Details on required documentation on financial expenditures will be provided in the project contract. Generally, any expenditure will require receipt or invoice. Full financial statements will be required within 60 days of the end of the contract. Funds not expended over the course of the project will be returned to START.