IGC Project Influence Plan

*The IGC tracks the outputs, outcomes and impact of all commissioned research and activity to directly support internal learning and development and donor reporting. This form contains questions that will enable detailed understanding of project characteristics and objectives – we would ask you to complete the form as thoroughly and accurately as possible to support the IGC’s organisational objectives.*

# General Project Information

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| 1.1 Project Title | 1.2 Project Code |
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| 1.3 Name of PI completing this form | 1.4 Today’s Date |
|  | DD/MM/YYYY |
| 1.5 If your project should remain confidential (i.e. should *not* be publicised on the IGC website or other external sources), please provide brief detail as to why this is the case. | |
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| 1.6 Please provide a project summary in line with the guidelines provided below.  Please ensure your summary is between 300-500 words, and uses non‐technical language that ensures the summary is accessible to a variety of non-technical audiences. The main focus of the summary should be the motivation and policy impact – please do not include technical aspects of the intervention and its design (readers who need this information can access it through the project’s final outputs).  Summaries of non-confidential projects will be published on the IGC Website. | |
| * **Paragraph 1:** Outline the context and primary motivation for the study. This can also highlight the gap in the literature that the research addresses. * **Paragraph 2:** Define policy relevance for the project, and if possible, the expected impact or desired stakeholder uptake for the project. * **Paragraph 3:** Non‐technical summary of the study design and methodology. | |

# Project Details

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| **2.1a Which of the following statements describe the context in which you are conducting your research?** |
| This project has been initiated by the researcher(s)  Researchers were invited by the IGC to undertake this project based on demand from policymakers  The research team received a direct request from a policy counterpart for research in this area  Other *(Please provide detail of how your project originated in box provided)* |

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| **2.1b If you selected ‘Other’, please provide brief detail of how your project opportunity was identified:** |
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| **2.2a Please identify from the list below which activity type your project *most closely* relates to (i.e. reflects the primary objective of the research/activity):** |
| * Early stage project development   Scoping visit  Small-scale pilot/proof of concept Pilot study/Baseline survey  Other – please detail in box 2.2b below   * Expert advice and policy analysis   Expert/peer review  Implementation guidance/technical assistance  Synthesis of existing knowledge/literature review  Other – please detail in box 2.2b below   * New research project   Substantive research that can be described as stand-alone projects - e.g. large-scale pilots.   * Follow on research   Component of existing research – i.e. *New activity endogenous to ongoing research (e.g. new RA or RM, additional survey or intervention wing, procurement of new proprietary data etc.).*  Project scale up **-** *i.e. projects that increase the scale/size/reach of an existing one*  Other – please detail in box 2.2b below   * Other   Select if your project doesn’t fit into any categories above, providing detail in box 2.2b below |
| **2.2b If you selected ‘Other’ in any instance, please provide detail of your project’s primary activity below:** |
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| **2.3** **Does the project involve empirical analysis?** Please note:Empirical analysis here refers to the analysis of either primary or secondary data, but does not include analysis of literature on a specific issue. |
| Yes  No |

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| **2.4a Please select whether you plan to collect and/or analyse the following types of data** *(select all that apply):* |
| Survey data Collect  Analyse  N/A  Administrative data Collect  Analyse  N/A  Other proprietary data:  Collect  Analyse  N/A  Non-proprietary data  Collect  Analyse  N/A  Other, please detail  Collect  Analyse  N/A |

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| **2.4b If you selected ‘Other’, please provide brief detail below:** |
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| **2.5a Please select the form(s) of empirical analysis planned for this project** *(select all that apply):* |
| RCT  Other regression, reduced-form or statistical analysis  Structural analysis  Methodological work (e.g. assessing property taxes with satellite data)  Qualitative analysis  Other |
| **2.5b If you selected ‘Other’, please provide brief detail below:** |
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# Inclusivity Markers

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| **3.1a The following statements relate to the extent to which your project addresses *gender issues*. Please select the one option that most closely aligns with your project.** |
| Addressing issues related to gender is the primary focus of my project. *For example, you should select this option if your project explicitly addresses an issue pertinent to women/girls, uses a gender informed design and/or analyses gender separate effects to provide recommendations that promote inclusive growth and improve gender equality.*  Addressing issues related to gender is a secondary or parallel focus of my project. *For example, you should select this option if your project targets a broader group than women/girls but intends to provide insights based on gender separate effects to answer the broader research question or inform the broader research objective.*  My project does not have an explicit focus on gender  Unsure - *it is too early to tell with certainty whether my project will include any explicit focus on gender issues.* |

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| **3.1b If relevant, please provide detail on the way in which your project addresses issues related to gender, in particular identifying whether this will involve data collection and/or analysis.** |
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| **3.2a The following statements relate to the extent to which your project addresses issues faced by *marginalised or vulnerable groups*. Please select the one option which most closely aligns with your project.** *Depending on the context of your research, marginalised or vulnerable groups could, for example, include: people living with disability, geographically and politically marginalised groups, and youth and elderly groups* |
| Inclusivity of marginalised or vulnerable groups is the primary focus of my project. *For example, you should select this option if your project explicitly addresses an issue pertinent to marginalised or vulnerable group(s) or seeks to find and analyse separate effects on marginalised groups with the aim to provide recommendations or insights to improve inclusion.*  Inclusivity of marginalised or vulnerable groups is a secondary or parallel focus of my project. *For example, you should select this option if your project targets a broader group beyond those who are marginalised or vulnerable, but intends to provide insights into differential effects on these groups to answer the broader research question or inform the broader research objective.*  My project does not have an explicit focus on marginalised or vulnerable groups.  Unsure – *it is too early to tell with certainty whether my project will include any explicit focus on marginalised or vulnerable groups.* |

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| **3.2b If relevant, please provide detail on the way in which your project addresses issues faced by specific marginalised and vulnerable group(s), in particular identifying whether this will involve data collection and/or analysis.** |
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| **3.3a The following statements relate to the extent to which your project addresses issues of *climate change and environmental degradation*. Please select that which most closely aligns with your project.** |
| Addressing issues relating to climate change and environmental degradation is a primary focus of my project. *For example, you should select this option if your project explicitly addresses an issue pertinent to climate change and environmental degradation as its sole focus.*  Addressing issues relating to climate change and environmental degradation is a secondary or parallel focus of my project. *For example, you should select this option if your project addresses issues of climate change and environmental degradation amongst other issues, but intends to provide insights into differential effects of this specific issue.*  My project does not have an explicit focus on climate change or environmental degradation.  Unsure – *it is too early to tell with certainty whether my project will include any explicit focus on climate change or environmental degradation* |

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| **3.3b If relevant, please provide detail on the way in which your project addresses issues of climate change and/or environmental degradation, identifying whether this will involve data collection and/or analysis.** |
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# Stakeholder Engagement

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| **4.1 Please detail the stakeholders to whom this project responds and/or is directed towards, also describing the circumstances under which the project came about.** |
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| **4.2a Are policy counterparts involved in the design and/or delivery of this research?** |
| Yes  No  Unsure at this stage |
| **4.2b If ‘Yes’**, please describe how it is planned that policy counterparts will be involved in the design or delivery of your research: |
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| **4.3a As part of this project, do you plan to undertake training and/or capacity building activities to support policy counterparts and/or other in-country stakeholders?** |
| Yes  No  Unsure at this stage |
| **4.3b If ‘Yes’**, please provide details of planned activities, including details of the stakeholder(s) to be involved: |
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| **4.4a Does the research team plan to engage with targeted policy stakeholder(s) to inform a specific existing or planned policy?** |
| Yes  No  Unsure at this stage |
| **4.4b If ‘Yes’**, please provide details of the stakeholders targeted by your project, and the corresponding policy to which your project relates: |
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| **4.5a Which type(s) of stakeholder do you plan to interact with and disseminate findings to for this project?** Please select all that apply. |
| Government  NGO  Donor  Private Sector Organisation    Media (national/international)  Other  No dissemination planned |
| **4.5b Please detail the specific stakeholder(s) with which you plan to engage, and the dissemination approach you plan to adopt in each case** (e.g. to share interim finding on a regular basis, and/or share final outputs in a stakeholder workshop upon project completion etc.). |
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| **4.5c If no dissemination is planned for your project, please identify why this is the case, also identifying any ways the IGC might be able to support your stakeholder engagement and dissemination efforts.** |
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| **4.6a Beyond those already mentioned, are there other stakeholders you plan to engage with throughout the course of your project? For example, implementation partners such as private firms, trade organisations or NGOs?** |
| Yes  No  Unsure at this stage |
| **4.6b If ‘Yes’**, please provide further details of stakeholder(s), including how they will be involved in your project: |
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**Please note:** during the implementation and dissemination of your project, we would kindly ask you to keep record of any key stakeholder engagements that take place, and where possible, compile documents that will help us evidence outcomes and impact to support donor reporting.

Specifically, **we find documents such as meeting minutes, email correspondence and event reports that document stakeholder feedback highly useful in triangulating outcome and impact claims.** We generally ask for submission of any supporting documentation alongside the Project Influence Report, which is due upon project completion.

We appreciate you taking the time to complete this form – alongside other project outputs, including the Project Influence Report, your answers will strongly support our understanding of research to policy influence pathways and impact reporting.

If you have any questions or additional comments, please don’t hesitate to reach out to the IGC Monitoring, Evaluation and Learning team via email at: [igc.mel@lse.ac.uk](mailto:igc.mel@lse.ac.uk).

Thank you.

The IGC