

# IGC funded projects: Type of outputs

IGC funded projects are required to submit outputs over the course of the project lifecycle. More information on the different type of outputs is summarised below and includes recommendations on how these can fit with your payment schedule. The outputs marked \* have templates or further guidelines attached to the contracting email which is sent out to successful applicants.

Output	Description and <i>guidelines</i>
<b>Project summary</b>	The IGC aims to upload the project summary submitted in your project proposal to the IGC website.
<b>Ethics review approval</b>	<p>For any research involving human participants, and/or data relating to identifiable human subjects, researchers are required to complete a research ethics review and provide proof of the approval and/or exemption.</p> <p><i>Note: Ideally, confirmation of ethics commission approval is attached to the first output and should be submitted to us no later than the deadline for the second output.</i></p>
<b>Project Influence Plan (PIP) *</b>	<p>The IGC is trying to better understand the way in which the policy contexts and engagement affect the impact of research on policy, which requires us to better understand the intended policy influence of each project. The Project Influence Plan (PIP) seeks to identify which mechanisms and steps the project will employ to influence policy.</p> <p><i>Note: The PIP needs to be completed at the beginning of the project and a maximum of 30% of the funding can be released for this output.</i></p>
<b>Progress report *</b>	<p>An interim report that summarises all project activities related to the intervention and the research completed during the reporting period. This should include:</p> <ul style="list-style-type: none"> <li>• a description of any materials produced,</li> <li>• policy communication activities undertaken,</li> <li>• objectives met, and</li> <li>• challenges faced, and if/how they were resolved</li> </ul> <p><i>Note: Depending on the project length, the IGC may require you to submit multiple progress reports.</i></p>
<b>Blog post *</b>	<p>A blog is an opportunity to introduce innovative research and policy ideas to a wider audience beyond academia, while deploying more sophisticated analyses than are normally handled by the press.</p> <p><i>Note: A blog should be written in a style accessible to a non-economics audience. It is usually between 800 – 1,000 words. A maximum of 10% of the funding can be released for this output.</i></p>

<p><b>Policy brief</b></p>	<p>A 2 - 4 page document that draws from your research to provide guidance or recommendations addressing a particular policy problem, either within a specific country/region or globally.</p> <p>The memo should be written for a policy audience, i.e. brief, bulleted or sectioned, attractively presented, and non-technical. A typical memo may include the following sections:</p> <ul style="list-style-type: none"> <li>• description and significance of the problem,</li> <li>• evidence of the scope of the issue/factors contributing to the issue,</li> <li>• description of your research and how it addresses the problem,</li> <li>• recommendations for policy, and</li> <li>• implementation issues for recommendations (i.e. political, economic, environmental, and so on)</li> </ul> <p><i>Note: A policy brief is often a component of the final milestone.</i></p>
<p><b>Final report</b></p>	<p>The final report is a comprehensive report that is aimed at presenting your research project in detail, with a high degree of clarity and credibility, to policy and academic audiences.</p> <p>It must include a main report, annexes, and a bibliography, and must be suitable for publication on the IGC website. A typical final report may include the following:</p> <ul style="list-style-type: none"> <li>• introduction detailing the purpose of the research, the intervention, evaluation questions, and policy significance,</li> <li>• literature review,</li> <li>• the model,</li> <li>• evaluation design,</li> <li>• sampling design,</li> <li>• data collection,</li> <li>• results,</li> <li>• policy implications and recommendations, and</li> <li>• conclusion</li> </ul> <p>Researchers may select 'final report' as their final deliverable ONLY IF an academic paper is not appropriate. Reasons for not choosing an academic paper may include:</p> <ul style="list-style-type: none"> <li>• the nature of the research is such that it is not suitable for publication in an academic journal (i.e. qualitative or descriptive research, or highly specific policy oriented research that does not have significant academic value), or</li> <li>• the award is for early stage research that will not generate results by the end of the contract</li> </ul> <p><i>Note: All researchers that choose to provide a final report in place of an academic paper must provide the IGC with an explanation for doing so. A minimum of 20% of the funding must be reserved for the final output.</i></p>

<p><b>Academic paper</b></p>	<p>A published or working paper that is being, or has been, submitted to an academic journal. Content for an academic paper is similar to the final report (see section above).</p> <p><i>Note: All researchers must choose academic paper as their final deliverable unless there is a compelling reason to not do so, which must be communicated to the IGC before final contracts are awarded. A minimum of 20% of the funding needs to be reserved for the final output.</i></p>
<p><b>Project Influence Report (PIR) *</b></p>	<p>The Project Influence Report (PIR) seeks to provide an account of the extent and ways the project achieved policy impact, and reflects on the information outlined in the Project Influence Report (PIP) at the start of the project. The PIR also asks for updated information to act as a project summary on the IGC website, as well as information across a number of indicators against which the IGC is required.</p> <p><i>Note: The Project Influence Report is completed at the end of a project and is a component of the final milestone</i></p>
<p><b>Final financial statement (FFS) *</b></p>	<p>A high-level summary of actual project expenditure at the end of the project.</p> <p><i>Note: This will need to be submitted and approved before funds can be released for the final output(s). This is only relevant for institutionally managed projects.</i></p>