SGB Evidence Fund project proposal form

# Project summary

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| --- | --- | --- |
| Project title | | |
|  | | |
| Project summary\* (approximately 300 - 500 words) | | |
|  | | |
| Start date (DD/MM/YYYY) | End date (DD/MM/YYYY) | Total budget requested (GBP) |
|  |  | £ |

\* Please provide a short summary of the project (more information on writing project summaries is included in Annex 3 of the ‘Guidelines for applicants’ document). If your application is successful, the SGB Evidence Fund would like to upload the short summary on the IGC website. We will however check with you first to confirm if any changes need to be made or if the content is confidential.

# Participant information

## Researchers

|  |  |  |
| --- | --- | --- |
| Principal Investigator (required) | | |
| First Name:  Middle Name:  Surname: | Institution Affiliation: | Email Address:        Phone Number:        Address:  Personal Website: |
| Co-investigator(s) | | |
| First Name:  Middle Name:       Surname: | Institution Affiliation: | Email Address:        Phone Number:        Address:  Personal Website: |
| First Name:  Middle Name:       Surname: | Institution Affiliation: | Email Address:        Phone Number:        Address:  Personal Website: |
| For each additional co-investigator, please give their names, institution affiliations, email addresses, phone numbers, and addresses | | |

Researchers who do not have a personal website should attach a CV or resume (max 2 pages) with their application.

## Practitioner

|  |  |  |
| --- | --- | --- |
| Organisation information (required) | | |
| Name: | Address: | Email Address:        Phone Number: |
| Primary contact information | | |
| First Name:  Middle Name:       Surname: | Institution Affiliation: | Email Address:        Phone Number:        Address: |

## Management body

Please tick who will manage this project? Institution Individual researcher

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| --- | --- | --- |
| **Institution contact details (for institutionally managed projects only)**  **Note: Institution signatory cannot be a researcher on the project** (exceptions are made only for very small organisations) | | |
| Name (the full, legal title of the registered entity)**:** | Institution Address: | Institution Phone Number: |
| **Institution Signatory** | | |
| First Name:        Middle Name:       Surname: | Job Title: | Signatory Email: |

# Country focus

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| **Country focus** |
| Please select from the drop-down below which country will be the focus of this project. If the focus is a non-IGC partner country, select “Non-IGC partner country” and identify the country below. For projects focussing on multiple countries, please list them in order of relevance.  Country 1:  Country 2:  Country 3:  If “Non-IGC partner country”, please specify the countries:  Have you discussed this proposal with an IGC partner country team?  Yes  No |

# Research aim and academic innovation

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| --- |
| Briefly state the main research question(s) and explain how this project will push the frontier of existing knowledge. *\*Max. 500 words* |
|  |

# Practitioner relevance

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| What is the relevance of the project to the practitioner organisation that is participating in the research? How will the knowledge generated by the project be used by the practitioner organisation to improve its work? \**Max. 500 words* |
|  |

# Other stakeholder engagement

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| Please describe any ways in which you are planning to engage with other stakeholders, including other practitioners, donors, policymakers, etc**.,** in the research or dissemination process.*\*Max. 500 words* |
|  |

# Research design

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| 1. Provide detail on the proposed research design, method and context of the project. Include information on planned surveys, any use of external providers, and research assistants. *\*Max. 1500 words* |
|  |
| 1. **Please select the activity type(s) this project relates to:**   Scoping visit / Early stage project development  Pilot study  Expert- / peer-review  Self-contained (new) research project  Synthesis of existing knowledge/literature review  Implementation guidance/technical assistance  Project scale-up (expansion of intervention, widening of sample size based on proof of concept, etc.)  Other, please specify:   1. **Does the project involve empirical analysis?**  Yes  No 2. **If you answered Yes to (c), please select from the following options:**   RCT  Other regression, reduced-form or statistical analysis  Structural analysis  Methodological work (e.g. assessing property taxes with satellite data)  Other, please detail:   1. **Source of data (select all that apply)**   Survey data  Administrative data  Other proprietary data  Non-proprietary data  Other, please detail: |

# Timeline of outputs

Please fill in the below table of outputs, providing details on the project timeline, deliverable outputs, and a forecast of when the requested budget will be required. Please consider the budget and length of your project when deciding on your timeline of outputs. Please select the interim outputs according to the length of the project. Typically progress reports are generated every 6 months.

***For the first output, a maximum of 30% of the funding can be released. For the final output, a minimum of 20% of funding needs to reserved.***

|  |  |  |  |
| --- | --- | --- | --- |
| **Project outputs**  (Please select where appropriate) | **Output deadline date *(DD/MM/YYYY)*** | **Total (GBP)** | **Expected percentage share of the budget** |
| **First Outputs**  Project Influence Plan  IRB |  | £ |  |
| **Interim Outputs**  Progress Report 1  IRB |  | £ |  |
| **Interim Outputs**  Progress Report 2 |  | £ |  |
| **Interim Outputs**  Progress Report 3 |  | £ |  |
| **Final Outputs**  Final Report or Academic Paper  Financial Statement  Project Influence Report  Policy Brief  Blog Post  Other, please specify: |  | £ |  |
| **Project Total:** | | £ | % |

* The SGB Evidence Fund has an overarching aim of taking research into practice and/or policy, thus SGB Evidence Fund funded projects require a **Project Influence Plan** at the start of the project and a **Project Influence Report and policy brief** at the end.
* As part of the IGC’s goal to bridge the gap between research and policy, we encourage researchers to include **a blog post** as a project output.
* Please allow 4 weeks between the start date of your project and the first output of your project (i.e. the Project Influence Plan).

For the first output, a maximum of 30% of the funding can be released. For the final output, a minimum of 20% of funding needs to reserved.

# Financial information

## Budget breakdown

Please provide an approximate budget for your project, using the Project budget template on the IGC website

***IMPORTANT –*** *Your application will not be accepted without the detailed budget breakdown and needs to be completed in the attached excel spreadsheet.*

## Co-funding

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| **Do you expect that you will need any additional funds from other sources in order to complete the proposed research?** |
| Yes No |

Please outline all other organisations you have applied to for funding, including the amounts and the status of these applications (pending/awarded/rejected).

|  |  |  |
| --- | --- | --- |
| Organisation | Funding Amount (GBP) | Application Status |
|  | £ |  |
|  | £ |  |
|  | £ |  |

# Research Ethics

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| If your application is successful do you agree to adhere to your institution’s or affiliated institution’s Research Ethics Policy, which should be no less rigorous than the LSE Research Ethics Policy - especially in terms of protocols for research involving human participants – (<http://www.lse.ac.uk/intranet/researchAndDevelopment/researchDivision/policyAndEthics/QuickGuide-Research-Ethics-web.pdf> ):  Yes |

# IGC engagement

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| --- |
| **Q1. Does this project build on a previous project?** Yes No |
| **If yes**, provide the following details:   1. Title of the previous project 2. Project code: 3. How did it generate demand for this current project? |
| **Q2. Have you previously attended an SGB Evidence Fund event?**  Yes  No |
| **If yes**, please indicate which event you have attended? |
| **Q3. How did you hear about the SGB Evidence Fund call for proposals?**  **If other:** |
| **Q4. Have you applied for IGC funding previously?**  Yes  No |

\*Please note that the information provided in Q2, Q3 & Q4 is only used for monitoring and evaluation purposes and will not affect the status of your application.