****

**Proposal Title**

RESEARCH PROPOSAL

Presented to

**Partnership for Economic Policy (PEP)**

By

**Name of lead researcher**

&

**Names of other team members**

**COUNTRY**

Document date

**Before you begin**

Please make sure to carefully review and understand the following

* [Webpage](https://www.pep-net.org/pep-call-proposals-page-ii) – especially with regards to the PAGE priority themes and
* [Guidelines](http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/Guidelines_for_designing_a_proposal.pdf) – for designing a research project proposal (in scientific terms)
* [PEP requirements and strategy](https://www.pep-net.org/policy-engagement) for policy engagement and research communication

Please note that :

* This template is mandatory for proposals of projects submitted under the [PMMA](https://www.pep-net.org/about-pmma) and [MPIA](https://www.pep-net.org/about-mpia) groups, i.e. that do not involve data collection
* Plagiarism is strictly forbidden – see note on “references and plagiarism” at the end of this document/template. PEP will be using a software program to detect cases of plagiarism.
* PEP encourages applicant research teams to submit proposals in English, but content (in text boxes below) may also be written in French or Spanish (and will be accepted given proper justification of language barrier).

There are three main areas/dimensions to all PEP-supported projects: capacity building, research and policy engagement. Each dimension must be considered with due care and attention, as they will be assessed individually and concurrently to determine the overall quality of a proposal.

The PEP proposal template is structured in five sections, as follows:

* Project overview and objectives
* Capacity building – team composition and experience
* Research – literature review, method and data
* Policy relevance and engagement strategy
* Other considerations

**SECTION I** – PROJECT OVERVIEW & OBJECTIVES

* 1. **Abstract** (max 100 to 250 words)

The abstract should state the main research question, the context and its relevance in terms of policy issues/needs in relation to PAGE priority issues. Complete with a brief description of the method and data that will be used.

|  |
| --- |
| Insert your text here – max 100 to 250 words |

* 1. **Main research questions and contributions** (max 500 to 700 words)

Explain the focus (or key questions) of your research and its policy relevance. Explain why you think this is an interesting research question and what the potential usefulness and value added of your work might be - in terms of both (general) knowledge gaps and policy needs for evidence base.

The literature review shall be detailed under "Research" (section III), not in this section.

|  |
| --- |
| Insert your text here - max 500 to 700 words |

**SECTION II** – CAPACITY BUILDING

**2.1. Team composition and experience**

For each research team member, please indicate (using the following tables – one per member):

1. **Age, sex, as well as relevant/prior training and experience** in the issues and research techniques involved (start with team/project leader).

* Note that PEP favors gender-mixed teams, composed of a maximum of four (4) members, at least 50% female researchers, and at least two (2) junior researchers (aged under 30), all contributing substantively to the research project. PEP also seeks gender balance in team leaders and thus positively encourages female-led research teams.
* Each listed member must post an up-to-date CV in their profile on the PEP website – refer to “How to submit a proposal” on the call’s [webpage](https://www.pep-net.org/pep-call-proposals-page-ii).

1. **Benchmark and expected capacity building**:
   * Describe the research capacities that each team member (and potentially her/his affiliated institutions) is expected to build through their participation in this project. This is an important aspect in the evaluation of proposals and should be presented in detail.
     + What techniques, literature, theories, tools, etc. will each team member and her/his institutions learn (acquire in practice) or deepen her/his knowledge of?
     + How will these skills help each team member in their career development?
     + What are the current state of knowledge of each team member in regard to the project you are proposing?
2. **Task and contributions to project**: Indicate the specific tasks each team member would carry out in executing the project.

* Note that one of the team members must be clearly identified as responsible for coordinating and reporting on the design/implementation of the projects’ policy engagement and communication strategy (see section III below). To achieve a more balanced task distribution, PEP advises to select a member other than the project leader.

**Team leader**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Age** | **Sex (M, F)** | **Highest degree/diploma** |
| Name | Age | M/F | Highest degree |
| **Training and experience** | Insert your text here | | |
| **Expected capacity building** | Insert your text here | | |
| **Contribution to project** | Insert your text here | | |

**Team member #2**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Age** | **Sex (M, F)** | **Highest degree/diploma** |
| Name | Age | M/F | Highest degree |
| **Training and experience** | Insert your text here | | |
| **Expected capacity building** | Insert your text here | | |
| **Contribution to project** | Insert your text here | | |

**Team member #3**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Age** | **Sex (M, F)** | **Highest degree/diploma** |
| Name | Age | M/F | Highest degree |
| **Training and experience** | Insert your text here | | |
| **Expected capacity building** | Insert your text here | | |
| **Contribution to project** | Insert your text here | | |

**Team member #4**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Age** | **Sex (M, F)** | **Highest degree/diploma** |
| Name | Age | M/F | Highest degree |
| **Training and experience** | Insert your text here | | |
| **Expected capacity building** | Insert your text here | | |
| **Contribution to project** | Insert your text here | | |

* 1. **List of past, current or pending (non-PEP) projects in related areas involving team members, including resulting publications (If any)**

Name funding institution, title of project and related publications, list of team members involved.

|  |  |  |
| --- | --- | --- |
| **Name of funding institutions** | **Title of projects and related publications (link)** | **Team member(s) involved** |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |

* 1. **List of past or current PEP-supported projects involving team members, including resulting publications**

|  |  |  |
| --- | --- | --- |
| **Project code** (e.g. PMMA-12345) | **Title of project and related external (non-PEP) publications, if any** | **Team member(s) involved** |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |
|  | *Title:* |  |
| *Publication (reference):* |

**SECTION III** – RESEARCH

* 1. **Literature review** (max 1000 to 1500 words)

Explain specific gaps in existing literature that your research aims to fill. You might want to explain whether or not this question has been addressed before in this context (including key references), and if so, what you wish to achieve (in addition) by examining the question again?

|  |
| --- |
| Insert your text here – max 1000 to 1500 words |

* 1. **Methodology** (max 1200 to 1600 words)

Presentation of the specific techniques that will be used to answer the research questions and how exactly they will be used to do so.

* Explain whether you will use a particular technique normally used in other contexts or whether you intend to extend a particular method and how you will do so.
* Explain if these methods have already been used in the context you are interested in (including key references).
* **For PMMA (microeconomic analysis) proposals only**: In case the proposed methodology aims to empirically estimate a causal relationship, explain potential sources of endogeneity in the context of your research, and how the proposed technique(s) would allow the identification of the relevant parameters.

|  |
| --- |
| Insert your text here – max 1200 to 1600 words |

* 1. **Data requirements and sources** (max 400 to 700 words)

This is a critical part of the proposal. The key issue is to explain the reason for the choice of your particular databases. You must establish that they are ideal for the question you wish to address and that you have or will have access to these data before your project begins. Please consult the “[Guide for designing a research project proposals](http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/Guidelines_for_designing_a_proposal.pdf)” for more detail.

|  |
| --- |
| Insert your text here – max 1000 to 1300 words |

**SECTION IV – POLICY ENGAGEMENT**

* 1. **Policy relevance**
     1. Describe policy context and needs

Describe the specific policy issues or needs that your research aims to address; how your potential outcomes and findings may be used in policy making? Please be as precise as possible, indicating specific current or prospective policies and the specific contributions your research would make.

Also, justify timing of your research in terms of policy and socioeconomic needs and context – e.g. reference to existing, planned or potential policies at the national, regional or local level; specific political context; international examples of similar policy problems or solutions, etc.

|  |
| --- |
| Insert your text here – max 800 to 1000 words |

* + 1. Consultations to date

List the consultations that you have had with potential research users (e.g. policy makers or stakeholders) and that have helped define your research question, and/or informed you of the specific policy context described above.

For each institution consulted, please:

* List key (individual) representatives who participated in the consultation
* Describe the main outcome(s) of the consultation (feedback, inputs, etc.)

|  |  |
| --- | --- |
| **Name of institution/organization #1** | Name of instit./org. |
| **List the key representative involved in consultations (names and titles/positions)** | |
| * Name, title/position * Name, title/position | |
| **Describe main outcomes of consultation – feedback or inputs received** | |
| *Insert your text here – max 100 words* | |

|  |  |
| --- | --- |
| **Name of institution/organization #2** | Name of instit./org. |
| **List the key representative involved in consultations (names and titles/positions)** | |
| * Name, title/position * Name, title/position | |
| **Describe main outcomes of consultation – feedback or inputs received** | |
| *Insert your text here – max 100 words* | |

|  |  |
| --- | --- |
| **Name of institution/organization #3** | Name of instit./org. |
| **List the key representative involved in consultations (names and titles/positions)** | |
| * Name, title/position * Name, title/position | |
| **Describe main outcomes of consultation – feedback or inputs received** | |
| *Insert your text here – max 100 words* | |

* 1. **Engagement strategy**
     1. Identify target audiences

Identify potential users of your research findings – institutions/organizations that may use your findings to inform, advise or influence policy or other relevant decision-making processes. Please explain why you believe these institutions/organizations are the most important potential users of your research, to inform relevant development/policy decisions.

|  |  |
| --- | --- |
| **Name of institution/organization #1** | Name of instit./org. |
| **Explain relevance of this user to inform key decisions** | |
| Insert your text here – max 100 words | |

|  |  |
| --- | --- |
| **Name of institution/organization #2** | Name of instit./org. |
| **Explain relevance of this user to inform key decisions** | |
| Insert your text here – max 100 words | |

|  |  |
| --- | --- |
| **Name of institution/organization #3** | Name of instit./org. |
| **Explain relevance of this user to inform key decisions** | |
| Insert your text here – max 100 words | |

* + 1. Define outreach and engagement strategy

How, from proposal design to the dissemination of your research results, will you consult and communicate with these users to both gather their inputs and keep them informed of your project, in order to increase chances of research uptake?

|  |
| --- |
| Insert your text here – max 150 words |

* + 1. Outline your preliminary dissemination strategy

Outline your preliminary dissemination strategy (channels, tools, events, audiences, etc.).

Note that PEP expects grantees to disseminate information about their research work and (expected) outcomes throughout the project cycle, and not only after publication.

|  |
| --- |
| Insert your text here – max 150 words |

**SECTION V – OTHER CONSIDERATIONS**

* 1. **Describe any ethical, social, gender or environmental issues or risks that should be noted in relation to your proposed research project.**

|  |
| --- |
| *Insert your text here* |

* 1. **References and plagiarism**:

Applicants should be very careful to avoid any appearance of plagiarism. Any text of five or more consecutive words that is borrowed from another source should be carefully contained between quotation marks with a reference to the source (including page number) immediately following the quotation. It is essential that we be able to distinguish what you have written yourself from what you have borrowed from elsewhere.

Note also that copying large extracts (such as several paragraphs) from other texts is not a good practice, and is usually unacceptable. For a fuller description of plagiarism, please refer, for example, to the following website:

* <http://writing.yalecollege.yale.edu/advice-students/using-sources/understanding-and-avoiding-plagiarism>

PEP will be using a software program to detect cases of plagiarism.