

PAGE

policy analysis on growth and employment

Annual Report 2012-2013

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I. PROGRAMME DESCRIPTION

In 2012, the Partnership for Economic Policy (PEP) was granted funding by the Department for International Development (DFID) of the United Kingdom (or UK Aid) and the International Development Research Centre (IDRC) of Canada to lead a new research initiative entitled “Policy Analysis on Growth and Employment” (PAGE). The initiative supports rigorous, locally-led analyses generating reliable evidence to assist in promoting inclusive growth and female empowerment through improved policies related to labour markets, social protection and entrepreneurship in developing countries.

Projects supported under the PAGE initiative not only contribute to building and promoting local expertise in beneficiary countries - with priority given to low-income countries (LICs), fragile and conflict states - but also help fill current evidence gaps in the scientific literature on growth and employment through the application of cutting-edge methodologies to the specific contexts of these countries.

Through agreement (or IDRC project) number **106950-001**, IDRC has granted PEP CAD 3M to support 30 projects led by teams of individual researchers (at least 50% female) based in developing countries, under the PAGE program initiative.

Through component code **203049-101**, DFID has granted PEP £5.15M to

- 1) support 45 projects led by teams of individual researchers (at least 50% female) based in developing countries, with priority given to LICs, fragile and conflict states (at least 40% of all DFID-funded projects), under the PAGE program initiative
- 2) finance various research activities to be carried out by lead research staff based at the four PEP partner institutions in order to complement, support and draw lessons from research conducted through the PAGE grant mechanism
- 3) finance the institutionalization of PEP as a legally incorporated entity.

This is a first (combined) annual report submitted by PEP to both donors (DFID and IDRC) to provide information on the overall progress achieved during the first twelve (12) months of activities undertaken in the context of these agreements.

II. OVERVIEW OF THE YEAR

2.1. Progress and achievements

Call for proposals and selection process

A first call for proposals was successfully launched in September 2012, generating quite an encouraging response from 169 applicant research teams based in 52 different countries, of which 42% (22) are LICs, fragile or conflict states (77 or 46% of the submitted proposals were from LICs). A longlist of 36 proposals were selected by the PEP-PAGE program committee, with assistance by PEP resource persons, for revision and resubmission. PEP's review and evaluation process was also quite successful in providing detailed comments and suggestions on all long-listed proposals – as well as some of those rejected in this first stage of evaluation – to help the research teams revise their research proposals.

These revised proposals then underwent a second round of evaluation by the PEP-PAGE program committee (again with comments and suggestions provided to each applicant team), which led to the selection of the finalists who were invited to present their proposals at the 10th PEP general meeting - held in Cape Town, South Africa, from May 2 to 10, 2013.

10th PEP general meeting – Cape Town (South Africa), May 2-10, 2013

Twenty-seven (27) research teams – from 20 different countries, including 16 teams (59%) from LICs – were invited to send representative(s) to attend the 10th PEP general meeting and present their proposals. Applicant research teams based in LICs, fragile and/or conflict states were allowed to have two members attend the meeting¹, while the others had one representative per team. A total of 45 applicant researchers – 17 (38%) of whom are female and 29 (64%) from LICs, fragile or conflict states – attended the meeting. **See ANNEX D** for the complete list of participants to the PEP general meeting.

PEP took advantage of this gathering to provide the attending researchers with intensive training in the different research methods² to be applied in the context of the proposed projects. A series of (3) parallel **training workshops** were held from May 2 to 6, which most (92.5% or 37 out of 40) of the (21) concerned applicant research teams' representatives participated in, and one full-day training workshop held on May 10, and attended by another 5 participants³ - for a total of 42 developing country researchers who benefited from intensive PEP training.

On May 8-9, the team's representatives were invited to present and discuss their project proposals during **parallel sessions** in front of their peers (other research teams' representatives), PEP program committee members and resource persons, and other international experts who were invited by PEP as discussants.

On the morning of the last day, May 10, each of the research teams met individually with the PEP program committee members and resource persons who specialize in their project's proposed research methods (**individual meetings**) to receive further (and customized) guidance and advice. Then, in the afternoon, the applicant researchers attended a final and special workshop on "How to implement their PEP **research communication strategy**" – to be informed of PEP's requirements in terms of policy outreach (including consultation and dissemination activities), as well as reporting on (or PEP's monitoring of) these activities and outcomes.

Finally, the event also featured a series of (three) **high-level panels**, intended for all participants, and through which several international experts discussed a variety of policy issues, needs and implications related to the themes and analytical perspectives promoted through PEP research, particularly in the context of the PAGE program.

Globally, and ultimately, the main purpose of the PEP general meeting was to ensure maximum knowledge transfer (guidance and preparation) to those developing country research teams that shall be granted support for the conduct of policy analysis through the PAGE programme's first round of funding⁴.

¹ In the case of two teams – one from Ghana and one from Mongolia – applying for a grant to support an impact evaluation project using randomized controlled trial (RCT), a third member was allowed to attend the meeting, financed by the team itself.

² PEP offers support in the use of different methodologies (techniques and tools), through four different research programs: CBMS (community-based monitoring systems), MPIA (macro-micro policy simulations), PIERI (impact evaluations, e.g. using randomized controlled trials) and PMMA (microeconomic measurement and analysis). Find out more about the PEP programs here: <http://www.pep-net.org/programs/>

³ The training workshops held from May 2-6 were intended for the research teams applying for projects under the MPIA, PIERI and PMMA programs, while those related to the CBMS program were provided with a one-day training workshop on May 10..

⁴ Find out more about the event's program of activities (including programs for each workshop and panels) here: http://www.pep-net.org/events/event/article/10th_pep_general_meeting_in_south_africa/

Selection and contracting of the first PAGE projects

Following presentation, discussion and evaluation of the finalist proposals during the meeting in Cape Town, a **final selection** of the projects to be supported under the PAGE programme's first round of funding was made. Out of the 27 project proposals presented in Cape Town, 23 have been selected for support to date; 2 were rejected, 1 withdrew and 1 is still in evaluation/consideration. Out of the 23 selected projects, 14 (61%) are from low-income and/or fragile/conflict states, far above the 40% minimal objective. This reflects the strategic choice to try to overshoot this minimal objective in the first round, given that some of these projects may require additional time to complete their projects due to lower initial research capacities.

A Research Support Grant Agreement (RSGA – see ANNEX G) has been signed between each of the selected projects' leaders and the PEP partner institution (CRES, GRADE and AKI) that will be in charge of the project's administration/management. **See ANNEX D for the list of selected projects and their distribution amongst administering partners.**

Incorporation of PEP

PEP has now been successfully incorporated as a legal, non-profit organization in the state of Delaware (US). Bylaws will be completed in the next month or two and application will be made for charity status in the US to make PEP eligible for grants from large, private foundations. The next step will be to obtain legal status and negotiate a host country agreement for PEP in an African country, most likely in Kenya or Senegal. This could take several months and up to a year.

The board of directors began operating on May 1st with four confirmed members⁵, including one member nominated by UKAid. Three more members will be recruiting in the coming months, including one member to be selected from a list of nominees submitted by the IDRC. The board conducted its first formal meeting on May 10-11 in Cape Town with three members physically present and a fourth having to participate via videoconference due to visa issues.

A new executive director has been recruited to begin a three-year mandate on October 1, 2013. The new ED's name will be announced in early July, once notice has been given to the current employer. The new ED will initially be based in Nairobi and hosted by a local international organization. The hosting agreement is currently being negotiated and should be finalized in the next month or two.

See ANNEX E for the distribution, amongst PEP partner institutions, of the tasks related to the activities and achievements listed in Section 2.1 above.

2.2. Challenges and disappointments

The implementation of the core PAGE program is not facing any particular challenges so far. Despite some delays in the finalization of the agreements with DfID and the IDRC, as a result of which most of the log frame milestones (timetable) were postponed six months in January 2013⁶, overall implementation is now on track.

The incorporation process suffered a major setback when it became clear that the initial location identified for incorporation and headquarters – Pretoria, South Africa – would not provide PEP with incentives, such as income tax exemptions for international staff, that other locations appear willing to provide. However, it ultimately appears to be preferable for PEP to incorporate in the US in order to be better eligible for funding from the large, American private foundations. Progress is now being made in exploring alternative locations for headquarters, notably Nairobi and Dakar.

⁵ See <http://www.pep-net.org/people/board/>

⁶ Postponed six (6) months. The revised version of the logframe, attached as ANNEX A, was agreed upon by DFID following submission of the first interim (6-month update) report in February 2013.

In the meantime, the current partnership is fully able to manage and implement all aspects of the PAGE program.

The recruitment of the executive director was slightly delayed by the decision to add interviews for the three leading candidates with the newly-formed PEP board of directors as part of the May 2013 PEP general meeting. This proved an excellent opportunity for the new board to meet the candidates and make the final decision.

The first round of PAGE call for proposals presented the challenge of ensuring that at least 40% of approved projects came from low income or fragile/conflict states. This challenge was met with great success, as fully 61% of approved projects came from these countries.

2.3. Context (update)

There are no contextual changes or new evidence (literature or data) to report, that may challenge the PAGE programme's design or rationale. The programme includes an in-built mechanism to reorient the key priority research issues as the project – and external context – evolves. Indeed, the PAGE policy group – composed of five high-level individuals closely involved in the policy making process throughout the developing world – is charged with identifying priority policy research issues for each round of the PAGE program, taking into account emerging debates and concerns throughout the developing world. The second call for proposals will thus be defined and launched by September 2013.

III. LOGFRAME OUTPUTS

3.1. Output 1 - CAPACITY BUILDING

Members of selected developing country research teams trained in the use/application of cutting-edge methodologies for policy analysis

Indicator 1.1	Number of (male/female) researchers from LICs, fragile and/or conflict states who participated in a PEP School or other training workshop	
MILESTONE 1	September 2013 - for PAGE Round 1 (RI) projects	
Target:	20 (40% female) researchers	STATUS: ACHIEVED
<p>As of June 2013, a total of 42 researchers – of which 17 (40%) are female – have participated in at least one⁷ of the PEP training workshops provided during the general meeting in Cape Town.</p> <p>Three (3) parallel (intensive) courses were held from May 2 to 6 (five-day workshops), to train 37 representatives (of whom 17, or 46%, are women and 26, or 70%, from LICs) of 21 applicant research teams in either of the following methodologies for policy analysis - depending on the analytical approach they intend to use/apply in their respective projects:</p> <ul style="list-style-type: none"> - Macro-micro policy simulations (see program⁸) - Impact evaluations, using randomized controlled trials (see program⁹) 		

⁷ Some research teams, who had more than one representative attending the meeting, decided to split up and follow two of the courses to acquire a maximum of knowledge and training.

⁸ http://www.pep-net.org/fileadmin/medias/pdf/files_events/10th_PEP_General_meeting/Training_program_MPIA-PEP_South_Africa_2013.pdf

- Microeconomic measurement and analysis (see [program](#)¹⁰)

The 5 representatives from teams with proposals for projects using “community-based monitoring systems” (CBMS) received a one-day training workshop on May 10 (see [program](#)¹¹).

Of the total number (42) of participants in the training sessions, **29 (69%) of these researchers are from LICs, fragile and/or conflict states**. See the complete list of participants for each of the training workshops in ANNEX D.

These results far exceed the initial targets. This was made possible by the decision to combine the PEP Schools with the PEP general meeting to combine the two budgets, make savings on travel costs and thus allow two members – and even three members in the case of a few teams who offered to finance the third member's participation themselves – to attend both the PEP School and the PEP general meeting. It is also noteworthy that all but two of the 10 workshop trainers were based in or originated from developing countries, illustrating the strong South-South aspect of PEP's capacity building activities.

In terms of capacity building, the attending researchers also benefited from peer-review and direct assistance/mentoring through the parallel sessions and individual meetings described in Section 2.1 (p. 4). Finally, all of the researchers involved in proposals submitted for the programme's first round of funding have benefited from the detailed comments and review of their proposals by the PEP evaluators, throughout the selection process.

Strengths, challenges and lessons learned

The decision to combine the PEP Schools with the PEP general meeting was a major strength. It not only allowed a larger number of researchers to attend both events, but it also made it possible to involve a larger number of PEP resource persons – already participating in the PEP general meeting – to contribute to the training activities, considerably enriching their scope and depth.

The participants' evaluations of the training sessions – collected through surveys - were unanimously positive and all sessions were qualified as “extremely useful”. Some suggestions have arisen in regards to the potential extension (in time and content) of the workshop – find the summary of the participants' evaluations in ANNEX F.

Indicator 1.2	Number of (male/female) researchers who participated in a study visit	
MILESTONE 1	September 2014 - for PAGE Round 1 (RI) projects	
Target:	30 (40% female) researchers	STATUS: ONGOING
<p>Most of the study visits for the first round (RI) of PAGE projects are expected to take place in January-March 2014. We still expect to reach or exceed our initial objectives. For example, there appears to be possibilities to organize some field visits by PEP resource persons with one or more teams, taking advantage of independent travel plans in the region. The MPIA program, for example, plans to take advantage of the participation of the program coordinator and president in a PEP School in Nigeria in November 2013 to organize a workshop with several PAGE teams in the region over the course of several days. Field visits</p>		

⁹ http://www.pep-net.org/fileadmin/medias/pdf/files_events/10th_PEP_General_meeting/PIERI-course_plan.pdf

¹⁰ http://www.pep-net.org/fileadmin/medias/pdf/files_events/10th_PEP_General_meeting/PMMA_Training_Program.pdf

¹¹ http://www.pep-net.org/fileadmin/medias/pdf/files_events/10th_PEP_General_meeting/CBMS_Training_program_050313.pdf

of this type will strengthen the mentoring role also pursued by the study visits.

Strengths, challenges and lessons learned

The possible addition of a certain number of field visits is a considerable strength. For the study visits themselves, it is too early to draw conclusions for the future.

Indicator 1.3	Number of (male/female) researchers to have participated in conducting policy analysis using cutting edge methodologies under the supervision/mentoring of the PAGE program	
MILESTONE 1	September 2016 - for PAGE Round 1 (RI) projects	
Target:	90 (40% female) researchers	STATUS: ONGOING
<p>The 23 projects that have been selected, so far, for the first round of funding of the PAGE program, involve a total of 105 researchers, including 54 (51%) female and 59 (56%) from LICs, fragile and/or conflict states. Each of these projects is expected to use either of the cutting-edge methodologies fostered through PEP research programs¹², and in the application of which their representatives have received intensive training at the PEP general meeting in Cape Town.</p> <p>Therefore, all of these (105) researchers are currently participating “in conducting policy analysis using cutting-edge methodologies under the supervision/mentoring of the PAGE program”.</p> <p>This number largely exceeds the objective of 90 researchers for this first round.</p> <p>Strengths, challenges and lessons learned</p> <p>The quality of proposals, the motivation of the research teams and the intensity of the policy engagement are all considerably stronger than we could have hoped. It was a major challenge to ensure strong participation of teams from LICs and fragile/conflict states, which required intensive efforts to reach out to research institutions and researchers in these countries. The share of successful proposals from these countries far exceeds the objective of 40% and constitutes a major strength. Female participation also exceeds objectives, although greater effort will be devoted to increasing the number of female-led teams in the next round.</p>		

¹² Community-based monitoring systems (CBMS), macro-micro policy simulations, impact evaluations using randomized controlled trials (RCTs) and microeconomic measurement and analysis. Find out more about PEP research programs: <http://www.pep-net.org/programs/>

3.2. Output 2 - RESEARCH

All selected research teams produce new and scientifically-sound evidence to inform policy debates/initiatives on issues related to inclusive growth and/or women's economic empowerment in targeted countries

Indicator 2.1	Number of research project proposals approved by members of PAGE policy group (policy relevance) and scientific committee (feasibility)	
MILESTONE 1	June 2013 - for PAGE Round 1 (RI) projects	
Target:	28 project proposals (30% primarily gender issues)	STATUS: PARTIALLY ACHIEVED
<p>This new target number of (28) project proposals to be approved for Round 1 is being submitted for approval by DFID (see the program's logframe in ANNEX A), to ensure coherence of the objectives with current progress and the nature of projects selected for support in this first round. As mentioned in the 1st interim (technical) report submitted in February 2013:</p> <p><i>“As projects using CBMS and RCTs require a longer period of time to complete, it was decided that they would be selected in the first round (RCTs) and first two rounds (CBMS) of the PAGE program. It should be noted that we aim to exceed the 40% LFCs target in this first round to take account of the possibility that some of these teams will require more than a single year to complete their projects given low initial capacity. Given that all three types of projects require relatively more resources and extensive support from PEP, the number of projects to be selected for support, in this first round, will be limited to 28 at most, rather than 30 as initially planned in the logframe”.</i></p> <p>July 2012 – January 2013</p> <p>As planned in the PAGE logframe, the 75 projects (30 funded by IDRC and 45 funded by DFID) to be supported under the PAGE programme will be selected via three competitive calls for proposals, launched on a yearly basis in 2012, 2013 and 2014.</p> <p>In order to ensure the policy relevance and responsiveness of the projects, PEP has called upon a small group of policy specialists and stakeholders from different regions of the world¹³, to identify a (first) list of priority issues – under the broad (PAGE) theme of inclusive growth and employment – that the first group of PAGE projects shall focus on to respond to current/emerging policy needs in terms of evidence base¹⁴. PEP staff reviewed and adapted the selection criteria (review process) and related documentation (templates and guides to submit proposals) to fit the specificities of the PAGE program¹⁵.</p> <p>A research result that exceeds initial expectations was the preparation by PEP resource persons of an exhaustive review of the scientific literature for each of the priority issues identified by the policy group, to help applicants in designing their proposals¹⁶. This literature review was widely publicized and is available to the general public, including the 10,000-odd subscribers to the PEP web site.</p>		

¹³ See PAGE Policy Group: <http://www.pep-net.org/people/page-policy-group/>

¹⁴ See PAGE priority issues: http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PAGE_Policy_Issues_from_PG-R1.revised.pdf . Only the 2 first issues (social protection and youth entrepreneurship) were selected, and thus reviewed, by the CBMS program committee for the CBMS applicants

¹⁵ See the 2012 PAGE call for proposals: <http://www.pep-net.org/funding/call-for-proposals/>

¹⁶ See PAGE recommended readings: http://www.pep-net.org/home/page-interne/article/lists_of_recommended_readings_for_page_priority_research_issues_now_online/

As mentioned in Section 2.1 (p.3-4), the first call for proposals was launched in September 2012. Through review and evaluation by members of the PEP program's scientific support committees¹⁷, 27 of the 159 submitted proposals were shortlisted for presentation at the PEP general meeting in Cape Town.

January 2013 – July 2013

Prior to their presentation at the PEP meeting, each of the 27 contending proposals were reviewed, commented upon and approved by members of the PAGE Policy Group. After further examination and evaluation of these shortlisted proposals by PEP resource persons¹⁸ (following presentations and discussions with the researchers at the PEP meeting), **23 projects - listed in ANNEX D - have been approved and selected for support under the PAGE programme's first round of funding.**

Of these 23 selected projects, 5 (22%) focus primarily on gender issues, and 14 (61%) are in LICs, fragile and/or conflict states (again see ANNEX D).

July 2013 – December 2013

As CBMS proposals often require more time and revisions to be approved, it is anticipated that several more will be approved as part of this first round in the coming months. This is likely to bring us close to the initial objective.

Strengths, challenges and lessons learned

The quantity and quality response to the first call for proposals far exceeded our expectations given both the strong focus of the policy research issues identified – compared to PEP's much broader calls in the past – and the focus on LICs and fragile/conflict states. PEP devoted major efforts to ensure a wide dissemination of the call for proposals and also provided substantial guidance in identifying research techniques – through extensive literature reviews – that could be adopted to address the specific research issues identified by the PAGE policy group. Efforts will be made to identify the policy research issues earlier in the process in order to allow more time to review and propose relevant research techniques.

Indicator 2.2	Number of final research reports approved by members of PEP scientific committee (soundness of results)	
MILESTONE 1	September 2014 - for PAGE Round 1 (RI) projects	
Target:	27 project proposals (30% primarily gender issues)	STATUS: ONGOING
Indicator 2.3	Nb of projects with outcomes (policy findings) acknowledged by members of PAGE policy group as new and contributive evidence for policy debates/initiatives on inclusive growth and/or women's economic empowerment issues in targeted countries (policy relevance)	
MILESTONE 1	September 2014 - for PAGE Round 1 (RI) projects	
Target:	27 project proposals (30% primarily gender issues)	STATUS: ONGOING

¹⁷ See <http://www.pep-net.org/people/program-committees/> and who's work was supervised by the PEP program scientific support coordinators, see <http://www.pep-net.org/people/program-scientific-support-coordinators/>

¹⁸ Refer to footnote 15

Indicator 2.4	Number of publications in peer-reviewed journals	
MILESTONE 1	March 2015 - for PAGE Round 1 (RI) projects	
Target:	5 publications (30% primarily gender issues)	STATUS: ONGOING

3.3. Output 3 – POLICY OUTREACH

All selected research teams establish direct contact with policy makers and stakeholders in targeted countries to discuss research initiative/findings

Indicator 3.1	Number of research projects designed/conducted in direct consultation with local/national policy makers or stakeholders (for inputs)	
MILESTONE 1	September 2013 - for PAGE Round 1 (RI) projects	
Target:	28 projects	STATUS: ONGOING
<p>This new target number of (28) projects (to have been designed/conducted in consultation with policy stakeholders) for Round 1 is being submitted for approval by DFID (see the program's logframe in ANNEX A), for the same reasons explained in Section 3.2 (indicator 2.1) above – see pages 6-7.</p> <p>***</p> <p>Among the main criteria for selection of proposals in this first round were:</p> <ol style="list-style-type: none"> 1- the policy relevance of the issues that applicants proposed to analyse (in accordance with the list of priority issues identified by the PAGE Policy Group), and 2- evidence, presented by applicants, that the proposed research question and issues had been identified following consultation with national policy stakeholders¹⁹ <p>The latter criterion has ensured that all (27) shortlisted research teams had already established contact with policy makers and stakeholders at the national level prior to attending the meeting – and thus designed or revised their proposal in accordance to these stakeholders' inputs and perspectives. Following review of each of the proposals by the PEP executive director and communications officer, shortlisted teams were also provided with specific advice to enhance these components in their revised proposals. Program committee members and resource persons also made suggestions to improve policy relevance and engagement throughout the selection process.</p> <p>In addition, during the PEP general meeting, all of the contending teams' representatives met individually with PEP's communications officer who provided personalized counsel and recommendations regarding their respective projects' policy outreach and research communication strategy.</p> <p>A special workshop was also held during the PEP meeting to provide all attending researchers with guidance and specific instructions regarding PEP's requirements in terms of</p>		

¹⁹ The selection criteria of CBMS proposals, more specifically, include the project's prospects for scaling up or institutionalization of the CBMS research methodology by key stakeholders in the country where it will be implemented

policy outreach (including consultation and dissemination activities), as well as reporting on (or PEP's monitoring of) the related activities. This workshop also introduced the new PEP Best Practice Awards, which will be presented, for the first time, at the 11th PEP general meeting in 2014, for those research teams who will have been most active in terms of research communications, policy outreach/advocacy and networking.

Finally, specific monitoring and reporting requirements in regards to consultation and dissemination activities have been incorporated in the PAGE researchers' contracts (refer to Section X below for description of PEP's monitoring and evaluation tools and strategy).

Strengths, challenges and lessons learned

The strategies adopted to encourage and support strong policy engagement have proven extremely effective. Teams have reported having very useful and stimulating discussions with intended research users, which have led to refocusing project objectives, accessing valuable and relevant information and data, and solid interest and support from these users. It has become clear that policy engagement is a key component of the capacity PEP is fostering among developing country researchers. Sustained effort will be required to monitor and ensure that researchers maintain this contact with policy makers and learn to effectively communicate their findings to a non-technical audience as the research process unfolds.

Indicator 3.2	Number of research projects with outcomes published as working papers AND policy findings translated in policy brief format	
MILESTONE 1	December 2014 - for PAGE Round 1 (RI) projects	
Target:	27 projects	STATUS: ONGOING
Indicator 3.3	Number of research project teams who communicated findings to policy makers/stakeholders via national policy conferences or direct advisory work/meetings	
MILESTONE 1	December 2014 - for PAGE Round 1 (RI) projects	
Target:	27 projects	STATUS: ONGOING

3.4. Output 4 – INSTITUTIONALIZATION OF PEP

Launch and legal incorporation of the "PEP global think tank"

Indicator 4.1	Legal incorporation of the PEP-GTT, in country of headquarters' location (to be determined)	
MILESTONE 1	September 2012	
Target:	Selection of country/location	STATUS: ONGOING
MILESTONE 2	September 2012	
Target:	Recruitment of legal advisor	STATUS: ONGOING

MILESTONE 3	September 2013	
Target:	Acquired legal status	STATUS: ACHIEVED
<p>PEP is now successfully incorporated as a legal, non-profit organization in the state of Delaware (US). Bylaws will be completed in the next month or two and application will be made for charity status in the US to make PEP eligible for grants from large, private foundations. The next step will be to obtain legal status and negotiate a host country agreement for PEP in an African country, most likely in Kenya or Senegal. This could take several months and up to a year.</p> <p>Strengths, challenges and lessons learned</p> <p>The incorporation process has been a major challenge. PEP had successfully selected a location (Pretoria, South Africa) and recruited a local, legal advisor within the target period. However, following a visit by the executive director, and after having completed practically all the steps required for incorporation there – name registered, memorandum of incorporation completed, board created – it became apparent that certain fiscal advantages, such as income tax exemptions for international staff, that appear to be available in alternative locations, were not forthcoming in South Africa. It may have been possible to anticipate this, but it is really only in going through the process that a clear response can be obtained.</p> <p>As these advantages can be substantial and important to the long-term viability of PEP as an institution, a decision was taken to explore alternative venues, notably Nairobi (Kenya) and Dakar (Senegal), where such advantages appear to be more commonplace, while going ahead immediately with legal incorporation in Delaware, which is a very straightforward process that makes PEP eligible for funding from large, US-based private foundations. While we are very optimistic, the final decision concerning the conditions of a host country agreement is hard to anticipate and will only come clear when an official response is provided to our request for a host-country agreement.</p>		

Indicator 4.2	Recruitment of the new PEP Executive Director (ED) and HQ staff	
MILESTONE 1	January 2013	
Target:	Announcement of ED position	STATUS: ACHIEVED
MILESTONE 2	April 2013	
Target:	Recruitment of ED and staff	STATUS: ACHIEVED
MILESTONE 3	July 2013	
Target:	New ED and staff in post	STATUS: ONGOING
<p>A new executive director has been recruited through a widely-publicized and highly competitive recruitment process. An international headhunter was recruited to lead the process and shortlisted candidates were interviewed by PEP's management committee and board of directors, which made the final decision. A three-year mandate will begin on October 1, 2013. The new ED's name will be announced in early July, once notice has been given to the current employer. The initial base will be in Nairobi, hosted by a local</p>		

international organization. The hosting agreement is currently being negotiated and should be finalized in the next month or two.

Indicator 4.3	Recruitment of the new PEP Governing Board (GB)	
MILESTONE 1	January 2013	
Target:	List of 12 candidates for GB	STATUS: ACHIEVED
MILESTONE 2	February 2013	
Target:	Recruitment of 7 GB members	STATUS: PARTIALLY ACHIEVED
<p>The board of directors began operating on May 1st with four confirmed members, including one member nominated by UKAid. Three more members will be recruited in the coming months, including one member to be selected from a list of nominees to be submitted by the IDRC. The board conducted its first formal meeting on May 10-11 in Cape Town with three members physically present and a fourth having to participate via videoconference due to visa issues.</p>		

Indicator 4.4	Establishment and staffing of headquarters (in country to be determined)	
MILESTONE 1	September 2012	
Target:	Selection of country/location	STATUS: ACHIEVED
MILESTONE 2	September 2013	
Target:	Rent and furnish premises	STATUS: ONGOING
MILESTONE 3	September 2013	
Target:	Complete staffing	STATUS: ONGOING
<p>An agreement in principle has been made with a host institution in Nairobi to provide furnished office space and a complete set of logistical services to the new executive director and personal assistant until PEP's legal status and a host country agreement are both obtained in either Nairobi or Dakar. Services to be provided by the host institution will obviate the need to hire PEP staff, other than a personal assistant to the ED, in the short term.</p>		

IV. OUTPUTS: ADDITIONAL INFORMATION

4.1. Highlight(s)

Research:

- 169 proposals submitted, from 52 developing countries – including 77 (46%) proposals from 22 LICs or fragile/conflict states.
- 2 rounds of evaluation (by PEP-affiliated scientific experts²⁰) lead to shortlisting of 27 applicant research teams, invited to present their proposal at the PEP general meeting
- 23 projects selected - to date (one still under consideration/evaluation) - for support through PAGE Round 1, following presentation and discussion of proposals at the PEP meeting with PEP-affiliated international experts in the relevant research methodologies. See ANNEX D (table 2) for the list of these projects and links to each proposal document.
- These 23 projects:
 - o include 5 (22%) that focus primarily on gender issues, and 14 (61%) in LICs
 - o involve a total of 105 developing country researchers – with 54 (51%) female and 59 (56%) from LICs

Policy outreach:

- A PAGE Policy Group²¹ (5 members) was created to :
 - o identify a list of priority issues²² for the PAGE Round 1 projects,
 - o review, comment and validate the shortlisted proposals in order to ensure that each project responds to current/emerging policy needs in terms of evidence base
- Specific advice was provided, by PEP's executive director and communications officer – as well as program committee members and resource persons – for each of the applicant research teams to enhance the components of "policy responsiveness (consultation) and influence plan" in their revised proposals
- Prior to selection, each of the finalist project proposals had been reviewed – by the PAGE Policy Group, PEP executive director and communications officer – to ensure that the proposal had been designed in consultation with national policy makers and stakeholders
- A special workshop was provided by PEP communications staff, during the PEP general meeting, to inform applicant research teams of PEP's specific requirements in regards to the implementation of (and reporting on) their research communication (policy outreach) strategies/activities

Capacity building

- Applicant research teams were provided with/benefited from
 - o an exhaustive list of recommended readings (review of the scientific literature, prepared by PEP resource persons) for each of the priority issues identified by the PAGE policy group, to help them in designing their proposals²³
 - o detailed comments and advice/guidance on the design of their proposals from PEP resource persons (scientific experts) and PEP executive director, as well as (for those

²⁰ <http://www.pep-net.org/people/program-committees/> and <http://www.pep-net.org/people/program-scientific-support-coordinators/>

²¹ <http://www.pep-net.org/people/page-policy-group/>

²² Find the list and description of the PAGE Round 1 priority issues here: http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PAGE_Policy_Issues_from_PG-R1.revised.pdf

²³ See PAGE recommended readings: http://www.pep-net.org/home/page-interne/article/lists_of_recommended_readings_for_page_priority_research_issues_now_online/

- shortlisted teams invited to the PEP meeting) from the PAGE policy group members and PEP communications officer
- o intensive training workshops in the different (cutting-edge) methodologies they intend to use/apply for the conduct of their proposed policy analysis project
 - o peer-review, comments and evaluation of their proposals by other developing country researchers, international experts and PEP evaluators, through both group sessions and individual meetings

4.2. Other outputs

The PEP general meeting was a unique opportunity to bring dozens of young and promising developing country researchers together with several international development experts and practitioners, including world-leading researchers and representatives from international organizations – e.g. ACBF, IDRC, IFPRI, UNICEF, the World Bank, etc. Moreover, with the three high-level panels held on May 9-10, the participating researchers also had the opportunity to expand their knowledge and understanding of the various policy issues, needs and implications related to the themes and analytical perspectives promoted through the PAGE program, through presentations from and discussions with several international research and policy specialists²⁴.

During the PEP general meeting, PEP communications staff has also recorded a video interview with each of the applicant research teams' representatives to describe and explain the context and objectives of their respective projects. These videos will be edited and presented/posted on the PEP website, one by one, over the next coming months. They will also be made available for researchers to use for dissemination at the national level, as well as for posting on DFID and IDRC websites²⁵.

Since the last (January) update, PEP has published its 2012 Annual Report ([download](#)²⁶) and the results from its most recent (February 2013) "Internal Monitoring and Evaluation Report" (based on the 2012 survey of PEP research project teams - [download](#)²⁷)

For further and continual updates on the outputs of PEP, please follow our news releases through: <http://www.pep-net.org/>

V. UPTAKE / ENGAGEMENT WITH BENEFICIARIES

Given the specificities of the PAGE initiative – i.e. a series of policy analysis projects conducted by developing country research teams through the PEP support (and capacity building) program – as mentioned in Section 3.3 (indicator 3.1) above, PEP has ensured that each of the selected proposals have been designed in direct consultation with relevant policy makers and stakeholders (acknowledged and validated as potential end-users) at the local/national level. In each case, these beneficiaries have been clearly identified in the proposals, and mobilised to participate in further consultation and dissemination activities throughout and after completion of the said

²⁴ Find out more: http://www.pep-net.org/news/news/article/the_10th_pep_general_meeting_development_researchers_and_practitioners_around_the_world_gathered_t/

²⁵ In the case of research teams from French-speaking African countries, the interviews were recorded in French but will be subtitled in English.

²⁶ Find it here : http://www.pep-net.org/fileadmin/medias/pdf/promotionnal_material/PEP_Annual_Report_2011-2012.e-version.pdf

²⁷ Find it here : http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/M_E_report_Feb2013.final.pdf

analysis project²⁸. The feedback and inputs provided by these policy makers/stakeholders, through initial consultations and as reported in the applicants' proposals, have been carefully analysed (by PEP communications officer and members of the PAGE policy group) to ensure that they truly reflected the projects' responsiveness to actual policy needs.

Where need be, the research teams have been reminded, by PEP communications officer, that the consultations initiated while designing their proposal are to be pursued throughout (or at different stages of) project execution. In most cases these initial contacts have already resulted in agreements towards further consultations and even collaboration between the local researchers and the stakeholders' institutions, for the latter to benefit from the former's findings and expertise throughout and beyond the said project.

PEP will be closely monitoring the effective occurrence of such consultations – between research teams and those potential end-users identified in their proposals – as well as all activities undertaken to disseminate/communicate information about their research work/findings, through the project teams' technical reports. These reports, which are the main tool and source of data in the PEP monitoring and evaluation system, are to be completed and updated by each of the research teams at various stages during and after their project cycle.

More information is provided regarding the PEP monitoring and evaluation system in Section X below (see page 21).

CBMS projects

“In the duration of the review process of the shortlisted CBMS proposals, the CBMS Network Team²⁹ worked closely with the shortlisted project proponents in improving their project proposals. In particular, technical guidance was provided in terms of the key components and policy issues that need to be addressed in their adoption of the CBMS methodology, data collection and processing instruments, as well as in preparing their work plan for engaging key stakeholders in the project sites³⁰. Technical inputs were also provided in planning out their development of indicator system and analytical frameworks taking into account local context of PAGE research themes (social protection for the informal sector and youth employment and entrepreneurship) among others in the respective countries where the projects will be implemented.”

VI. OUTCOMES AND IMPACTS

Expected outcome of the PAGE programme : “Developing country researchers enabled to influence policymaking”

Expected impact of the PAGE programme : “Evidence-based policymaking promoting inclusive growth and women's economic empowerment”

Beyond the building of developing country researchers' capacity through the selection and evaluation process and training workshops, and although still at an early stage of the overall PAGE

²⁸ Find out more about the selected projects' policy embedment, outreach and communication strategy through each of the projects' proposals, which can be found and downloaded through the links attached to the projects' code in the table (list of selected projects) presented in ANNEX D.

²⁹ Based at the PEP partner institution in Asia, the Angelo King Institute (AKI) of De La Salle University (DLSU) in Manila, Philippines.

³⁰ The selection criteria of CBMS proposals, more specifically, include the project's *prospects for scaling up or institutionalization of the CBMS research methodology* by key stakeholders in the country where it will be implemented

programme, some progress has already been achieved in regards to these two objectives (see logframe).

This progress results mainly from the consultations held by the applicant research teams with several relevant policy makers and stakeholders at the national level, to collect and incorporate their (policy-related) inputs and perspectives (as potential end-users of their project's outcomes), to inform their proposal design.

In a great majority of cases, these initial contacts have resulted in agreements for further consultations and even collaboration between the local researchers and the stakeholders' institutions, for the latter to benefit from the former's findings and expertise over the year(s) to come. This is obviously an important step towards an increased potential for local researchers to exert influence over policymaking in the concerned developing countries. The channels and contacts that have been created will help ensure that the evidence produced through these projects will be communicated to the relevant stakeholders and, in many cases, even fed directly into the decision-making process.

Moreover, these consultations have often contributed to raise awareness³¹, amidst government institutions and policymakers, of the:

- importance and implications of certain issues (identified by the research teams and related to the PAGE themes) for policy and development at the national level
- need for reliable (scientifically-sound) evidence to be produced – from both a local and international perspective, and used to inform related decision-making
- existence and/or upcoming strengthening of local capacity/expertise in the use of cutting-edge methodologies to produce such evidence

Beyond those anticipated outcomes and impacts (as defined in the logframe), the activities undertaken in the context of the PAGE programme have also contributed to :

- increased South-South and North-South networking amongst researchers, experts and research institutions, as well as between these researchers/experts and international development organizations/institutions.
- capacity building beyond the selected research teams, including those whose proposals were long-listed (but not selected) through PEP's selection process and who benefited from the detailed comments and evaluation of their proposals by PEP resource persons, as well as the larger network of researchers who benefit from the literature reviews and other training material (DAD/DASP program, PEP standard models, training material, recommended readings, literature search tools, etc.) that is publicly available on the PEP web site.

VII. COSTS, VALUE FOR MONEY AND MANAGEMENT

7.1. Costs

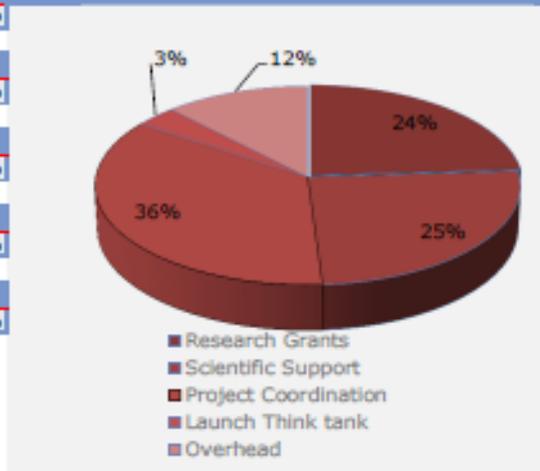
The program was initially intended to begin July 1, 2012, but the agreement with DFID was actually only signed in October 2012 and the first disbursement received in mid-December 2012. As a result, in agreement with DFID, the calendar of activities has been pushed back six months. This has resulted in a significant shortfall in expenses with respect to the initial forecasts for the first year (see Figure below).

³¹ Testimony of the impact of each project teams' consultation activities can be found in the projects' proposals, available for download through the links of each project's code in ANNEX D.

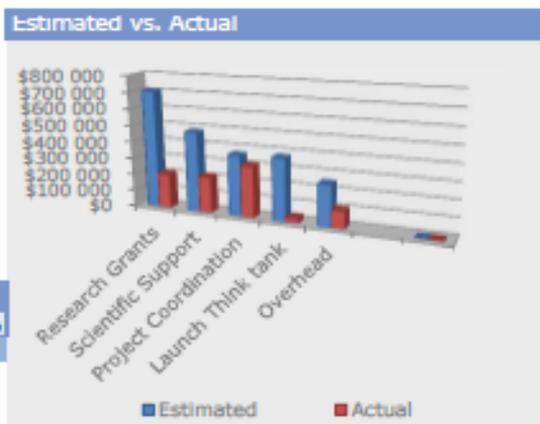
PAGE - DFID

Results for fiscal year 2012-2013

Research Grants	Estimated	Actual	%
Total	\$706 106	\$208 358	30%
Scientific Support	Estimated	Actual	%
Total	\$479 912	\$215 643	45%
Project Coordination	Estimated	Actual	%
Total	\$365 625	\$308 528	84%
Launch Think tank	Estimated	Actual	%
Total	\$374 469	\$29 214	8%
Overhead	Estimated	Actual	%
Total	\$250 395	\$104 026	42%



Total Expenses	Estimated	Actual	%
	\$2 176 507	\$865 769	40%



Overall, the project has spent 42% of its estimated initial budget for 2012-2013.

The most important shortfalls concern the budgets for research grants and incorporation ("Launch Think Tank"), where only 30% and 8% of the initial budget was spent. Indeed, the first round of grants were only formally approved in May 2013, following the PEP general meeting, and some of the initial disbursements were not yet completed by end-June 2013. Delays in the incorporation process, outlined in the main report, explain the shortfall in the latter expenses.

This "calendar adjustment", however, changes neither our estimates of the total expenses for the project as a whole, nor the breakdown of these expenses into the five main categories of expenses: research grants, scientific support, project coordination, incorporation and overhead.

DFID funded roughly 62% of the total programme budget for this first year of activity (2012-2013).

The International Development Research Centre (IDRC) provided the balance of funding.

7.2. Value for money

Most PEP-PAGE research grants are provided on a lump-sum, fixed amount (\$US 20,000) basis through a competitive call for proposals (to obtain the best possible projects in terms of feasibility,

policy/scientific contribution, capacity building, etc. for this amount). These research grants are complemented by a series of publication and professional development grants.

All grant payments are tied to the satisfactory delivery of outputs (approved proposal, interim and final research reports, working paper/policy brief, national policy conference, etc.) and submission of regular updates of the projects' technical reports (refer to Section X, page 21).

Additional grants are provided for data collection in projects using RCT or CBMS techniques, based on detailed, approved budgets.

The performance measures for the PAGE programme's "value for money" have been determined as follows:

- **Use of best available partners**

The effectiveness of PEP's unique international partnership and networking structure – involving research institutions and experts based all around the world – has again been proven through the success of:

- o the launching of the first PAGE call for proposals throughout the developing world (resulting in submission of 169 proposals from 52 developing countries, and 46% from LICs) and the processing (review/select/advise) of these proposals by the four, international PEP program committees and resource persons from PEP's partner institutions
- o the organization of an international gathering (the 10th PEP general meeting) of 130 participants from 37 different countries, in Cape Town, South Africa, for which PEP called on the collaboration of a local institution in South Africa – TIPS³².
- o Management of PAGE research grants by PEP's three Southern partners – GRADE, CRES and AKI – through an integrated, intranet-based management system.

- **Focus on capacity building and/in priority countries**

While all research teams from shortlisted proposals (55% from LICs) have benefited from detailed/tailored comments and recommendations in terms of scientific and technical performance (of proposal design), by PEP evaluators, the finalist project teams (59% from LICs) – whose 45 (29 or 64% from LICs) representatives were invited to the PEP meeting in Cape Town – have already been provided with advanced and intensive training in the use/application of cutting-edge research methodologies. Of the 23 projects selected to date – to be funded under the PAGE first round of funding – 14 (61%) are from LICs, fragile and/or conflict states.

- **Guarantee of scientific rigor/quality of outputs – Competitive call/selection of proposals**

All PAGE Round 1 project proposals were selected on a highly competitive basis, through several rounds of evaluation, revisions, and based on a variety of criteria (including technical feasibility, policy relevance and responsiveness, capacity building, scientific contribution, etc.), as determined by world-renowned experts and lead researchers in the relevant methodologies and issues. Each of the selected research teams has been appointed a mentor (expert in the relevant research method/s) and placed under the supervision of one of the PEP program committees³³ (composed of 3-5 PEP resource persons and one coordinator) to monitor and support their progress and evaluate their project's outputs.

- **Broad geographic/global coverage**

The projects selected for support, to date, for the first round of funding, are from 18 different developing countries, of which:

³² <http://www.tips.org.za/>

³³ See : <http://www.pep-net.org/people/program-committees/> and <http://www.pep-net.org/people/program-scientific-support-coordinators/>

- 10 are LICs, fragile and/or conflict states,
 - 4 are in Asia
 - 3 is in Latin America and the Caribbean
 - 9 are in Africa (both French and English-speaking countries)
 - 1 is in the Middle-East
 - 1 is in Eastern Europe
- **Policy relevance of research agenda/outputs**
The general policy relevance of the projects to be supported under this first round of PAGE funding, has been ensured by:
- establishing a list of priority policy issues, identified by the PAGE policy group as especially relevant to address specific knowledge gaps and policy needs in terms of evidence base
 - reviewing each finalist proposals against criteria of responsiveness to expressed policy needs (through consultation of local/national policy stakeholders)
- Refer to Sections V and VI (pages 14-15) for more information on how PEP ensures the policy relevance of selected projects.
- **Local embedding and perspective**
Beyond the general correspondence of the project's topic with the call's priority policy issues, the identification of the specific policy research issues to be addressed by the different country studies has been led by the individual applicants, in consultation with national/local stakeholders. Refer to Sections V and VI (pages 14-15) above for more information on how PEP ensures that selected projects are embedded into local policy needs and perspectives.
- **Long-term impact (policy influence and promotion of Southern/local expertise)**
Refer to Section VI above (page 15)

Furthermore, to ensure continual value for money of the overall PAGE programme:

- The decision to combine two major events – the PEP Schools and general meeting – have ensured VfM by allowing a larger basin of researchers and resource persons to benefit in both of these activities.
- The addition of field visits, where possible in the context of PEP resource persons' independent travel is also a source of VfM, reinforcing the mentoring and support provided to participating research teams within the overall PAGE budget.
- Two panel presentations and the participation of one director and one ED candidate in specific meetings via Skype videoconferencing considerably reduced costs and is an avenue that will be more actively explored in certain cases in the future.
- The sharing of the management of PEP grants between PEP's Southern partners seeks to maximize on the geographic location and specific expertise of each partner to maximize VfM.
- The Latin American partner – GRADE – is participating in grant management for the first time, reinforcing the institution's staffing and experience in conducting this type of activity at the global level.
- PEP has developed – and continues to improve – a sophisticated intranet-based system to monitor the progress and administrative follow-up on all research grants.
- PEP's highly-developed internal monitoring and evaluation system continuously draws new lessons from PEP's work and communicate these to PEP staff, partners and researchers. The most recent edition came out in February 2013: http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/M_E_report_Feb2013.final.pdf

7.3. Management

PEP is a pioneer in the creation of a **cohesive, multi-partner management system** reflecting its global nature. This has required the development of unique governance structures, such as the PEP management committee, composed of a representative of each partner and of the PEP program committees, which is the main, driving force of the institution.

Through the incorporation process, several improvements have been made in this regard. First, the **creation of an independent board of directors** in charge of defining and monitoring the overall strategic development of PEP and, notably, evaluating the performance of each of PEP partners, is a welcome development. Second, in an effort to combine the important role of PEP's management committee with the need to provide a strong leadership role to **PEP's executive director**, it was decided to strengthen the latter's position within the PEP management committee by giving the ED a right to vote, ex-officio presidency of the management committee and the power to break vote ties.

The **four key partners** who constitute PEP have worked together successfully for several years and continue to do so within the context of the PAGE program. The above-mentioned governance reforms will further define and strengthen their roles in the ongoing development of the institution.

PEP has established a strong **partnership with TIPS** – who hosted PEP's 2013 general meeting and were crucial in the exploration of incorporation possibilities in South Africa – which will help increase its presence in Southern Africa. A MoU is in preparation to perpetuate and expand this partnership in the future.

PEP also reached out to **new potential partners**, including strong participation of GDN and GTAP in PEP's annual meeting and special PEP sessions in each of their annual conferences.

Legal counsel in South Africa and in the US are helping PEP review and formalize its governance, notably through the preparation of bylaws as part of its incorporation process.

In terms of **staffing**, the most important development is the hiring of a new executive director with a strong background in fundraising and organizational development. PEP has also established a **policy group** to reinforce the policy relevance of the research it supports, as outlined above. The **PEP program committees** have been renewed to enhance Southern participation and expertise in the key thematic of employment and labor markets covered by the PAGE program. Furthermore, a new position of **program committee coordinator** for each of the four programs has been established to focus the responsibility for overall scientific leadership and support activities. PEP has also reinforced **management staff** with its African partner by hiring a full-time secretary and a financial advisor (on a consultancy basis) to help manage the increased number of grants that it administers. PEP's Latin American partner is in the process of hiring an administrative assistant to help in its own management of research grants.

VIII. WORK PLAN & TIMETABLE

Refer to ANNEX C for detailed timetables and calendars for all activities (including reporting and costs and procurement management) **to be undertaken in the context of the PAGE programme.**

One major change that has occurred since the signing of the agreement, and as compared to the timetable (and logframe) agreed upon with the project's initial proposed framework, is the postponement of the overall programme's timetable and milestones by 6 months. This revision was deemed necessary as important delays in the signing of the agreement with DFID had, in turn,

forced PEP to delay the launching of the first call for proposals. As was explained in the 1st interim technical report (6-month update) submitted in January 2013:

“The program was initially intended to begin July 1, 2012, but the agreement with DFID was actually only signed in October 2012 and the first disbursement made in mid-December 2012. The subsequent decision to combine the first general meeting with the training workshops, to profit from the advantages this provides (...), required additional preparation time for the general meeting and led to the decision to postpone the meeting by a further two months. As a result, the PAGE calendar has been pushed back; while many milestones have consequently been delayed by six months, some time savings - notably through the combination of PEP Schools and general meetings - have allowed us to maintain some of the initial milestones or diminish the delay.”

A new version of the logframe (see ANNEX A) – with the revised calendar – has been submitted with the 1st interim technical report (January 2013), and agreed upon with DFID.

Some minor changes have also been introduced in the calendar and nature of activities planned in relation to Output 4 (institutionalization of PEP) - as described in Section 2.1 (page 3) and 2.2 (page 3-4), and in Section 3.4 (pages 10-12) - but will not alter nor impede the achievement of the overall targets and objectives.

In all other regards, however, the implementation of the PAGE programme's calendar of activities has been going precisely as planned, and all outputs are expected to be yielded as scheduled (i.e. according to the new version of the logframe and the timetables presented in ANNEX C).

IX. RISK

9.1. List of previously identified risks (mitigations and changes)

For the PAGE program, main risks consist in :

- a. potential interruptions and/or withdrawals of projects selected for support – e.g. due to external reasons/factors, scientific infeasibility (historically, PEP has been able to limit this to less than 5% of PEP-funded projects).
In order to mitigate this risk, PEP ensures close monitoring of each supported project team's progress and activities, simultaneously by PEP scientific (mentors and resource persons, also supervised by program coordinators), communications and administrative staff.
- b. supported researchers do not obtain the necessary visas to attend training activities, meetings and study visits (historically, this can be accommodated through intensified distance support).
A few applicant researchers were either delayed (3) or kept from (1) attending the 10th PEP general meeting (and thus part or all of the training workshops held during the first week) due to difficulties in obtaining visas to enter South Africa. However, this was remedied by the presence of their teammates and remedial teaching offered by PEP resource persons.
- c. non-compliance of supported researchers in translating their research findings into publishable material, or in taking the necessary measures/initiatives to contact/consult with policy makers and stakeholders (this is monitored/supported continuously through PEP's proposal evaluation and technical report system to allow timely interventions).
All of contending research teams have, so far, complied with PEP's requirements in terms of consultations activities, in regards to their proposals' design. The researchers have also been informed that future grant payments may be withheld in case of such non-compliance. However, as the grants contracts have been signed less than a month ago,

submission of the first official (technical) reports have not yet been requested by PEP staff at this stage.

- d. unavailability or non-cooperativeness of policy makers/stakeholders to acknowledge the researchers' work and findings, and take part in consultation/dissemination activities (consultation and dissemination are continuously monitored/supported – see previous point; take-up is encouraged through the whole range of these consultation and dissemination activities)
See preceding point

For the institutionalization of PEP, the main risks consist in:

- e. possible decision to change location, which could result in some delays.
Change: a decision was made to change location of incorporation (from South Africa to Delaware, USA) and of future PEP headquarters (from South Africa to Nairobi or Dakar). This has not substantially delayed the incorporation process – now completed – and will not prevent the new ED from beginning operations in Nairobi, which is likely to officially become PEP's headquarters when a host-country agreement is completed.
- f. unexpected difficulties in recruiting executive director
Recruitment completed – risk annulled

9.2 New risks identified

No new risks have been identified for the moment.

9.3 Risk of funds not being used as intended

There is no reason to expect this. PEP has historically closely followed the initial budget structure approved by funding organizations. The IDRC has agreed in principle to complement the funding required to complete PEP's incorporation process.

9.4 Climate and Environment Risk : N/A

9.5 Current assessment of the overall risk level for the programme : Low

X. MONITORING AND EVALUATION

10.1 PEP's internal monitoring and evaluation system

In 2010, PEP initiated the implementation of a new "Monitoring and Evaluation Strategy" to ensure systematic and periodic review of each of its supported projects' achievements and progress, in terms of capacity building, research outcomes, promotion of the team members' expertise, consultation and dissemination activities, as well as policy influence.

The system is based on an automated "technical report form", that must be completed by each of the research teams at different stages of the research cycle, enabling supervising bodies to quickly assess whether all recommended initiatives have been undertaken, initial strategies are being implemented and achievement of objectives is on track.

The form, which is currently being integrated into each individual project's intranet file on the PEP website³⁴, was also designed in order to collect information regarding the achievement of a list of

³⁴ This was previously a system of data compilation from automated PDF forms. With the integration of the form in PEP's intranet system, the compilation of data, statistics and report will be systematic and available at all times. We expect the integration to be completed by mid-July 2013, in time for the submission of PAGE Round 1 projects' first technical report.

specific performance indicators, designed to assess the progress and impact of PEP activities in terms of research, capacity building, promotion of local expertise and policy influence.

The form has 6 different "sections": capacity building, consultation, research, dissemination, impact and evaluation of PEP.

- Find the results and statistics from the 2012 M&E survey of PEP projects in the latest [\(February 2013\) PEP Internal Monitoring and Evaluation Report](#)³⁵, including a brief description of the PEP M&E strategy.

Ultimately, these reports provide crucial information on the main successes, challenges and obstacles encountered in the realization of PEP's global initiatives - which often comprise a great number of individual projects or country studies, such as the PAGE program - as a sum of its components, to draw important lessons for future strategies.

They also allow for PEP to collect and compile qualitative information and testimony regarding each of the supported project's impact and ramifications at the national level, in the concerned countries. Find examples of the testimony collected from past projects in the [PEP impact stories](#)³⁶.

10.2. Monitoring and evaluation of PAGE projects

Indeed, the PEP Monitoring and Evaluation System will apply to those projects supported under the PAGE program.

Given that the first group of project teams (PAGE Round 1) has only just signed their Research Support Grant Agreements (RSGA), none has yet been requested to submit their first technical report. Each supported research team will be required to fill out and update their PEP project's technical report at least 4 times during and after completion of their research work (approximately every 6 months).

Initial completion: approx. one month after signing of the research grant agreement
Focus sections : capacity building, consultation
Round 1: by the end of July 2013

First update: upon submission of the interim research report
Focus sections : update + research
Round 1: by the end of December 2013

Second update: upon submission of the final research report
Focus sections : update + pep evaluation
Round 1: by the end of June 2014

Third update: after completion of the main dissemination activities
Focus sections : update + dissemination + impact
Round 1: by the end of October 2014

In addition to the future editions of the PEP internal monitoring and evaluation reports, the information and data collected from the PAGE projects' technical reports will feed the subsequent annual and interim technical reports to DFID and IDRC.

10.3. External evaluation of PEP

³⁵ http://www.pep-net.org/news/news/article/assessing_the_progress_and_impact_of_pep_research_and_support_activities_results_from_the_2012_surv/

³⁶ See <http://www.pep-net.org/about/pep-impact-stories/>, and see also <http://www.pep-net.org/about/pep-impact-stories/careerimpactstories/>

An external evaluation will be organized when the board of directors and new executive director are in place and settled. This will be discussed at the next board meeting in November 2013.

XI. FURTHER INFORMATION

11.1. Theory of change - Nothing to add..

11.2 Research methods - Nothing to add..

11.3 Challenges and lessons learnt

PEP is striving to become an institution that brings together the very best researchers from the South and North on equal footing to combine knowledge of local context with experience and expertise from throughout the world in order to provide new and context-relevant insights into the important policy challenges to combat poverty and promote social and economic development. It must continue to develop its reputation for generating the highest quality, professional and relevant policy analysis in order to change the way national and international development policy debates are conducted and defined. This will require constant attention to the quality of its work, the development of effective communication strategies and techniques, greatly enhanced international visibility and ongoing investments in developing and catalysing research capacity in the South. We believe the transformations that PEP is currently undertaking – hiring of a high-profile executive director, legal incorporation, establishment of headquarters in the South, creation of a high-profile board of directors, etc. – are essentially to the success of this strategy. Yet PEP has also learned the importance of evolving gradually and carefully to ensure that its strategic focus, reputation of excellence and culture of inclusiveness and innovation is not lost.

11.4 Other or supplementary information - Nothing to add..

ANNEXES

A. Logframe

B. Financial documents

C. Forward work plan

D. Lists of selected researchers and projects (Round 1)

E. Distribution of tasks amongst PEP partner institutions (2012-2013)

F. Summary of participants' evaluations of PEP training workshops

G. Research Support Grant Agreement

PROJECT NAME		POLICY ANALYSIS FOR GROWTH AND EMPLOYMENT (PAGE)						
EVIDENCE-BASED POLICYMAKING PROMOTING INCLUSIVE GROWTH AND WOMEN'S ECONOMIC EMPOWERMENT	Impact Indicator 1		Baseline	Milestone 1 - March 2016 for R1 projects	Milestone 2 - March 2017 for R1+R2 projects	Milestone 3 - March 2018 for R1+R2+R3 projects	Target (March 2018)	
	Nb of occurrences of policy design/change based on PEP-PAGE project findings and in favor of inclusive growth and/or women's economic empowerment	Planned	0	10 (30% primarily gender issues)	20 (30% primarily gender issues)	25 (30% primarily gender issues)	25 (30% primarily gender issues)	
		Achieved						
		Source						
		Technical reports (PEP M&E survey)						
	Impact Indicator 2		Baseline	Milestone 1 - March 2016 for R1 projects	Milestone 2 - March 2017 for R1+R2 projects	Milestone 3 - March 2018 for R1+R2+R3 projects	Target (March 2018)	
	Nb of PEP-PAGE supported researchers who experience career-promoting events, leading to increased policy influence.	Planned	0	45 (40% female researchers)	90 (40% female researchers)	112 (40% female researchers)	112 (40% female researchers)	
		Achieved						
		Source						
		Technical reports (PEP M&E survey)						
OUTCOME	Outcome Indicator 1		Baseline	Milestone 1 - March 2015 for R1 projects	Milestone 2 - March 2016 for R1+R2 projects	Milestone 3 - March 2017 for R1+R2+R3 projects	Target (March 2017)	Assumptions
Developing country researchers enabled to influence policymaking	Capacity - building : Nb of (male/female) researchers who have learned how to use/apply new tools/methodologies for the analysis of PAGE policy issues in consultation with policymakers and other stakeholders	Planned	0	70 (40% female researchers)	140 (40% female researchers)	175 (40% female researchers)	175 (40% female researchers)	No granted research teams are forced to interrupt their training/projects for external reasons/factors, and all are able to follow through on their proposed research project (expected scientific feasibility materializes in all cases). Also, all supported research teams comply in PEP's requests for the undertaking of measures/initiatives to contact and consult with policy makers/stakeholders, who in turn are both accessible and willing to acknowledge the researchers' work and findings, and taking part in consultation/dissemination activities.
		Achieved						
		Source						
		Technical reports (PEP M&E survey)						
	Outcome Indicator 2		Baseline	Milestone 1 - March 2015 for R1 projects	Milestone 2 - March 2016 for R1+R2 projects	Milestone 3 - March 2017 for R1+R2+R3 projects	Target (March 2017)	
	Research : Nb of completed research projects with clear (evidence-based) policy recommendations in favor of inclusive growth and/or women's economic empowerment	Planned	0	25 (30% primarily gender issues)	50 (30% primarily gender issues)	62 (30% primarily gender issues)	62 (30% primarily gender issues)	
		Achieved						
		Source						
		PEP internal records and database						
	Outcome Indicator 3		Baseline	Milestone 1 - March 2015 for R1 projects	Milestone 2 - March 2016 for R1+R2 projects	Milestone 3 - March 2017 for R1+R2+R3 projects	Target (March 2017)	
Policy outreach : Nb of meetings/interactions teams have with policymakers to discuss/communicate policy findings	Planned	0	25 (30% primarily gender issues)	50 (30% primarily gender issues)	62 (30% primarily gender issues)	62 (30% primarily gender issues)		
	Achieved							
	Source							
	Technical reports (PEP M&E survey)							
INPUTS (£)								
INPUTS (HR)	DFID (FTEs)							

OUTPUT 1	Output Indicator 1.1		Baseline	Milestone 1 - September 2013 for R1 projects	Milestone 2 - September 2014 for R1+R2 projects	Milestone 3 - September 2015 for R1+R2+R3 projects	Target (September 2015)	Assumption	
CAPACITY BUILDING Members of selected developing country research teams trained in the use/application of cutting-edge methodologies for policy analysis	Nb of (male/female) LIC researchers who participated in a PEP School or other training workshop	Planned		20 (40% female researchers)	40 (40% female researchers)	50 (40% female researchers)	50 (40% female researchers)	All selected researchers obtain the required visas to participate in PEP training activities and study visits abroad. No selected researchers are forced to interrupt their training/projects for external reasons/factors.	
		Achieved		42 (40% female)					
	Source								
	PEP internal records and database								
	Output Indicator 1.2		Baseline	Milestone 1 - September 2014 for R1 projects	Milestone 2 - September 2015 for R1+R2 projects	Milestone 3 - September 2016 for R1+R2+R3 projects	Target (September 2016)		
	Nb of (male/female) researchers who participated in a study visit	Planned		30 (40% female researchers)	60 (40% female researchers)	75 (40% female researchers)	75 (40% female researchers)		
Achieved									
Source									
PEP internal records and database									
IMPACT WEIGHTING (20%)	Output Indicator 1.3		Baseline	Milestone 1 - September 2015 for R1 projects	Milestone 2 - September 2016 for R1+R2 projects	Milestone 3 - September 2017 for R1+R2+R3 projects	Target (September 2017)		
	Nb of researchers to have participated in conducting policy analysis using cutting edge methodologies under the supervision/mentoring of the PAGE program	Planned		90 (40% female researchers)	180 (40% female researchers)	225 (40% female researchers)	225 (40% female researchers)	RISK RATING	
		Achieved		105 (51% female) researchers are currently involved in such analysis (team members of the 23 projects selected for support)					
	Source								
Technical reports from project teams (PEP M&E surveys)									
INPUTS (£)									
INPUTS (HR)	DFID (FTEs)								

OUTPUT 2	Output Indicator 2.1		Baseline	Milestone 1 - June 2013 for R1 projects	Milestone 2 - June 2014 for R1+R2 projects	Milestone 3 - June 2015 for R1+R2+R3 projects	Target (June 2015)	Assumptions	
RESEARCH All selected research teams produce new and scientifically-sound evidence to inform policy debates/initiatives on issues related to inclusive growth and/or women's economic empowerment in targeted countries.	Nb of research project proposals approved by members of PAGE policy group (policy relevance) and scientific committee (feasibility)	Planned		28 (30% primarily gender issues)	60 (30% primarily gender issues)	75 (30% primarily gender issues)	75 (30% primarily gender issues)	10% of granted research teams are forced to suspend/cancel their project before completion.	
		Achieved		23 (22%) have been selected/approved - evaluation is ongoing for several more					
	Source								
	PEP internal records and database								
	Output Indicator 2.2		Baseline	Milestone 1 - September 2014 for R1 projects	Milestone 2 - September 2015 for R1+R2 projects	Milestone 3 - September 2016 for R1+R2+R3 projects	Target (September 2016)		
	Nb of final research reports approved by members of PEP scientific committee (soundness of results)	Planned		27 (30% primarily gender issues)	54 (30% primarily gender issues)	67 (30% primarily gender issues)	67 (30% primarily gender issues)		
Achieved									
Source									
PEP internal records and database									
IMPACT WEIGHTING (40%)	Output Indicator 2.3		Baseline	Milestone 1 - September 2014 for R1 projects	Milestone 2 - September 2015 for R1+R2 projects	Milestone 3 - September 2016 for R1+R2+R3 projects	Target (September 2016)		
	Nb of projects with outcomes (policy findings) acknowledged by members of PAGE policy group as new and contributive evidence for policy debates/initiatives on inclusive growth and/or women's economic empowerment issues in targeted countries. (policy relevance)	Planned		27 (30% primarily gender issues)	54 (30% primarily gender issues)	67 (30% primarily gender issues)	67 (30% primarily gender issues)	RISK RATING	
		Achieved							
	Source								
PEP internal records and database									
Output Indicator 2.4		Baseline	Milestone 1 - March 2015 for R1 projects	Milestone 2 - March 2016 for R1+R2 projects	Milestone 3 - March 2017 for R1+R2+R3 projects	Target (March 2017)			
Nb of publications in peer-reviewed journals	Planned		5 (30% primarily gender issues)	10 (30% primarily gender issues)	12 (30% primarily gender issues)	12 (30% primarily gender issues)			
	Achieved								
Source									
PEP internal records and database									
INPUTS (£)									
INPUTS (HR)	DFID (FTEs)								

OUTPUT 3	Output Indicator 3.1	Planned	Baseline	Milestone 1 - September 2013 for R1 projects	Milestone 2 - September 2014 for R1+R2 projects	Milestone 3 - September 2015 for R1+R2 projects	Target (September 2015)	Assumptions	
POLICY OUTREACH All selected research teams establish direct contact with policy makers and stakeholders in targeted countries to discuss research initiative/findings	Nb of research projects designed/conducted in direct consultation with local/national policy makers or stakeholders (for inputs)	Planned		28	60	75	75	Compliance of supported researchers in taking necessary measures/initiatives to contact and consult with policy makers/stakeholders. Availability and cooperativeness of policy makers/stakeholders in acknowledging the researchers' work and findings, and taking part in consultation/dissemination activities.	
		Achieved		23 (all projects selected to date)					
	Source								
	Technical reports from project teams (PEP M&E surveys)								
	Output Indicator 3.2	Nb of research projects with outcomes published as working papers AND policy findings translated in policy brief format	Planned		27	54	67		67
			Achieved						
Source									
PEP internal records and database									
IMPACT WEIGHTING (20%)	Output Indicator 3.3	Planned		27	54	67	67	RISK RATING	
	Nb of research project teams who communicated findings to policy makers/stakeholders via national policy conferences or direct advisory work/meetings	Achieved							
Source									
PEP internal records and database + Technical reports from project teams (PEP M&E surveys)									
INPUTS (£)									
INPUTS (HR)	DFID (FTEs)								

OUTPUT 4	Output Indicator 4.1	Planned	Baseline	Milestone 1 - September 2012	Milestone 2 - September 2012	Milestone 3 - September 2013	Target (September 2013)	Assumptions	
INSTITUTIONALIZATION OF PEP Launch and legal incorporation of the "PEP Global Think Tank" (PEP-GTT)	Legal incorporation of the PEP-GTT, in country of headquarters' location (to be determined)	Planned		Selection of country/location	Recruitment of legal advisor	Acquired legal status		The first stage of this process will involve strategic discussions with partners, donors and professional consultants on the nature and location of institutionalization. It is assumed that the decision will be confirmed to legally incorporate PEP-GTT, likely as a non-profit organization, and establish new headquarters with independent infrastructure and staff.	
		Achieved				Incorporated in Delaware (US) as Non-			
	Source								
	Output Indicator 4.2	Recruitment of the PEP-GTT Executive Director and HQ staff	Planned		Announcement of ED position	Recruitment of ED and staff	Executive Director and staff in post		Target (July 2013)
			Achieved		On January 23, 2013	Recruitment of ED			
	Source								
Output Indicator 4.3	Recruitment of the PEP-GTT Governing Board (GB)	Planned		List of 12 candidates for GB	Recruitment of 7 GB members		Target (February 2013)		
		Achieved		Submitted in February 2013	GB is operating with 4 members				
Source									
IMPACT WEIGHTING (20%)	Output Indicator 4.4	Planned		Selection of country/location	Rent + furnish premises	Complete staffing	Target (September 2013)	RISK RATING	
	Establishment and staffing of headquarters (in country to be determined)	Achieved		Agreement in principle for hosting within an institution in Nairobi					
Source									
INPUTS (£)									
INPUTS (HR)	DFID (FTEs)								

Caption:

Ongoing or partially achieved

Achieved

ANNEX B

Financial documents

These documents were completed and submitted to DFID and IDRC in September 2013

ANNEX C

Forward work plan

Timetable 1 : Overall PAGE program - 3 funding rounds

Year	Month	Milestone
2012	September	Program begins 1 st call for proposals launched (Round 1 – R1)
	2013	May-June
September		2 nd call for proposals launched (Round 2 – R2)
December		R1 - 2 nd grant payments, for approved interim reports
2014	January	R1 - study visits
	May-June	2 nd general meeting R1 - presentation of draft R1 final reports (with junior researchers) R2 - selection of 32 projects and 1 st grant payments
	July	R1 - 3 rd grant payments, for approved final reports
	July-September	R1 - dissemination (policy brief, national conference, working paper, journal article, international conference)
	September	3 rd call for proposals launched (Round 3 – R3)
	December	R2 - 2 nd grant payments, for approved interim reports
2015	January	R2 - study visits
	May	3 rd general meeting: R2 - presentation of draft R2 final reports (with junior researchers) R3 - selection of 15 DFID projects and 1 st grant payments
	July	R2 - 3 rd grant payments, for approved final reports
	July-September	R2 - dissemination (policy brief, national conference, working paper, journal article, international conference)
	December	R3 - 2 nd grant payments, for approved interim reports
	2016	January
May		4 th general meeting: R3 - presentation of draft R3 final reports (with junior researchers)
July		R3 - 3 rd grant payments, for approved final reports
July-September		R3 - dissemination (policy brief, national conference, working paper, journal article, international conference)

Timetable 2 - Round 1 : Calendar for procurement and costs management

EVENT	Dates (round 1)	Research grants	Related costs	Admin costs
Call for proposals	2012 September		Policy Group	
Selection	2012 Dec – 2013 March		Scientific support (evaluation)	Project coordination
PEP general meeting	2013 May	Participation of 1 member/team	Participation of 1 resource person/3 teams	Project coordination
Contracting	2013 June	1 st research grant payments		Project coordination
PEP Schools (LICs)	2013 May	Participation of 2 members/LIC team	Method/material/tools developments	Project coordination
Mentoring	2013 July-Dec		Scientific support + Method/material/tools developments	Evaluation (1 st annual progress report to donors)
Interim reports	2013 Dec	2 nd research grant payments	Scientific support (evaluation)	Project coordination
Study visits	2014 January	Participation of 1 member/team	Scientific support	Project coordination
PEP general meeting	2014 May	Participation of 2 (+ junior) members/team	Participation of 1 resource person/3 teams	Project coordination
Final reports	2014 July	3 rd research grant payments	Scientific support (evaluation)	Project coordination
Dissemination	2014 July-Sept	Dissemination grants ¹		Project coordination + Evaluation (2 nd annual progress report to donors)
Ex-post evaluation	2015 May-Sept			Evaluation (3 rd progress report to donors)

1. Include publication of working papers and journal articles, organization of a national policy conference and participation/ presentation at international conferences (see budget p.29 of PAGE proposal)

The same calendar of events, starting/ending in the two subsequent years, will repeat for each round of projects - Round 2 (R2) from 2013 to 2016, and Round 3 (R3) from 2014 to 2017

Timetable 3 –

Round 1: Proposed calendar for monitoring and reporting progress to donors

Dates	Monitoring of research progress Based on “research project proposals”	Monitoring of capacity building Based on PEP M&E indicators	Monitoring of policy outreach Based on “policy engagement strategy” and PEP M&E indicators
January 2013	PEP submit 1st interim technical report¹ (6-month update)		
July 2013	PEP submit 1st annual report on progress in terms of research, capacity building and policy engagement/influence² – CURRENT REPORT		
Sept-Dec 2013	Evaluation of interim research reports by PEP scientific committee	Evaluation of 1 st interim technical reports ¹ by PEP scientific committee and admin staff	Evaluation of 1 st interim technical report ¹ by PEP communication staff
January 2014	PEP submit 2nd interim technical report¹ (6-month update) to DFID and IDRC		
May-July 2014	Evaluation of final research reports by PEP scientific committee	Evaluation of 2 nd interim technical reports by PEP scientific committee and admin staff	Evaluation of 2 nd interim technical report by PEP communication staff
July 2014	PEP submit 2nd annual report on progress in terms of research, capacity building and policy engagement/influence²		
July-Sept 2014	Publication of research working papers and policy briefs	Evaluation of 3 rd interim technical reports by PEP scientific committee and admin staff	Evaluation of 3 rd interim technical report by PEP communication staff
January 2015	PEP submit 3rd interim technical report¹ (6-month update) for DFID and IDRC		
Mai-July 2015		Evaluation of final technical reports by PEP scientific committee and admin staff	Evaluation of final interim technical reports by PEP communication staff
July 2015	PEP submit 3rd annual report on progress in terms of research, capacity building and policy engagement/influence²		

1. The interim technical reports will be submitted according to IDRC's proposed format
2. The annual reports will be submitted according to DFID's "Programme Annual Report Format"

The same calendar of reports, starting/ending in the two subsequent years, will repeat for each round of projects - Round 2 (R2) from 2014 to 2016, and Round 3 (R3) from 2015 to 2017.

Please note, however, that the three PAGE rounds of funding overlap, PEP's 2nd and 3rd interim and annual reports for each round, coincides with the next round's 1st and 2nd interim and annual reports.

ANNEX D

Lists of selected researchers and projects (Round 1)

Table 1

List of researchers from finalist project teams who have participated in the PEP meeting

Name	Sexe	Country	LIC
Macro-micro policy simulations – see training workshop program			
Boureima SAWADOGO	M	Burkina Faso	YES
Tegawende Juliette NANA	F	Burkina Faso	YES
Nicodème Nimenya	M	Burundi	YES
Youssef Kone	M	Burundi	YES
Dyna Heng	M	Cambodia	YES
Senh Senghor	M	Cambodia	YES
Roger YELE	M	Central African Republic	YES
Caprice Olivia WILI-KOE	F	Central African Republic	YES
Saadatou SANGARE ALKASSOUM	F	Niger	YES
Hamadou Daouda YOUSSEOUFOU	M	Niger	YES
Impact evaluations using RCT – see training workshop program			
Sayema Haque Bidisha	F	Bangladesh	YES
Farah Ishaq	F	Bangladesh	YES
Audustine DAMPTEY OWUSU	M	Ghana	NO
Mavis AMPONSAH	F	Ghana	NO
Philip Amara (did not attend training)	M	Ghana	NO
Altantsetseg Batchuluun	F	Mongolia	NO
Soyolmaa Batbeh	F	Mongolia	NO
Bayarmaa Dalkhjav	F	Mongolia	NO
Damilola Olajide	M	Nigeria	NO
Asha Sundaram (did not attend training)	F	South Africa	NO
Muthoni Ngatia (did not attend training)	F	South Africa	NO
Juliet Nassozi Ssekandi	F	Uganda	YES
Zeridah Zigiti	F	Uganda	YES
Evelyn Namuwonge	M	Uganda	YES
Patrick Olobo	M	Uganda	YES

Micro-economic measurement and analysis – see [training workshop program](#)

Fernando Alberto Groisman	M	Argentina	NO
M. Jahangir Alam Chowdhury	M	Bangladesh	YES
Shabnaz Amin	F	Bangladesh	YES
Vutha Hing	M	Cambodia	YES
Roth VATHANA	M	Cambodia	YES
Johannes Tabi Atemnkeng	M	Cameroon	NO
Benjamin Fomba Kamga	M	Cameroon	NO
Tabo Symphorien Ndang	M	Chad	YES
Kouké Blandine NAN-GUER	F	Chad	YES
Eurydice TORMAL GOSNGAR	F	Chad	YES
Christian Kamala KAGHOMA	M	Congo, Democratic Rep. of	YES
Marjan Petreski	M	Macedonia, Former Yugoslav Rep. of	NO
Nwosu Emmanuel	M	Nigeria	NO
Yousef Daoud	M	Palestinian Territory, Occupied	YES
Ruba Shanti	F	Palestinian Territory, Occupied	YES

Community-based monitoring systems (CBMS) – see [training workshop program](#)

Ranjan Kumar Guha	M	Bangladesh	YES
Werner Hernani-Limarino	M	Bolivia	NO
Alrich Nicolas	M	Haiti	YES
Assad Hasane	M	Niger	YES
Nadeem Akhtar	M	Pakistan	NO

Results

- 45 participants – representatives from applicant research teams
- 17 female (38%)
- 29 from LICs, fragile and/or conflict states (64%)

- 27 research teams represented
- 20 different countries
- 16 teams from LICs, fragile and/or conflict states (16%)

Table 2

List of projects selected for support under the PAGE programme's first round of funding - as of 2013-06-28

Project code (link)	Project title	Country	LIC ¹	Issues ²	Gender	Managing partner ³	Nb of researcher (female)
Macro-micro policy simulations							
MPIA-12394	Assessing the Impact of China's Economic and Trade Expansion on Poverty in Burkina Faso (French)	Burkina Faso	Yes	4		CRES	6 (3)
MPIA-12499	Employment Intensity of Non-Agricultural Growth: the case of Burundi	Burundi	Yes	3		CRES	4 (2)
MPIA-12387	Impacts of Macroeconomic Policies on Growth, Employment and Poverty: A CGE analysis for Cambodia	Cambodia	Yes	3,4		CRES	5 (2)
MPIA-12424	China's Growth; an Opportunity for the Economy of the Central African Republic? (French)	Central African Republic	Yes	4		CRES	4 (2)
MPIA-12453	Impact of Oil and Mining Sectors' Boom on Labour Market and Economic Development in Niger (French)	Niger	Yes	2		CRES	4 (2)
Impact evaluations using randomized controlled trials (RCTs)							
PIERI-12375	The Impacts of Vocational Training Programs on the Duration of Youth Unemployment in Mongolia	Mongolia	No	2		GRADE	5 (3)
PIERI-12506	Randomized Evaluation of an Unconditional Cash Transfer Scheme for the Elderly in Ekiti State, Nigeria	Nigeria	No	1		CRES	5 (4)
PIERI-12451	Beyond Technical Skills Training: the Impact of Credit Counseling on Entrepreneurial behavior of Ugandan Youth	Uganda	Yes	2	Yes	CRES	5 (2)
PIERI-12515	Enhancing Productive Firm Assets: A RCT on an Innovative Savings-Loan Product for Female Entrepreneur	Ghana	No	5,6	Yes	CRES	4 (2)
Microeconomic measurement and analysis							
PMMA-12366	School Choice and Youth Entrepreneurship in Chad	Chad	Yes	2		CRES	6 (3)
PMMA-12367	Social Protection to the Informal Sector: The Role of Minimum Wage and Income Transfer Policies	Argentina	No	1		GRADE	6 (3)
PMMA-12379	Labour Migration in Cambodia: Causes and Impact on Poverty, Inequality, and Productivity	Cambodia	Yes	3		GRADE	4 (2)
PMMA-12384	Is There Discrimination against Women Entrepreneurs in Formal Credit Markets in Nigeria?	Nigeria	No	6	Yes	CRES	4 (2)

PMMA-12400	Risk Tolerance, Gender, and Entrepreneurship: The case of the occupied Palestinian territory (oPt)	Occupied Palestinian Territory	Yes	5	Yes	GRADE	4 (2)
PMMA-12415	Youth Self-employment in Households Receiving Remittances in Macedonia	Macedonia, the Former Yugoslav Rep. of	No	2		CRES	5 (3)
PMMA-12488	Internal Mobility and Youth Entrepreneurship in Democratic Republic of Congo(French)	Congo, the Democratic Rep.of	Yes	2		CRES	4 (2)
PMMA-12517	Access to Credit and Women Entrepreneurship: Evidence from Bangladesh	Bangladesh	Yes	5,6	Yes	GRADE	3 (2)

Community-based monitoring systems (CBMS)

CBMS-12531	Institutionalizing Local Level Poverty Monitoring System (LLPMS)	Bangladesh	Yes	2		AKI	6(3)
CBMS-12546	Toward a Community Based Monitoring System for Santa Cruz de la Sierra	Bolivia	No	1		AKI	5(2)
CBMS-12559	Developing a System of Communal Statistics in Two Municipalities of Haiti (French)	Haiti	Yes	1		AKI	4(2)
CBMS-12553	Measuring the Impact of Economic Programs in Niger through a Mechanism of Poverty Monitoring at the Community Level (French)	Niger	Yes	1		AKI	3(2)
CBMS-12548	CBMS Development Initiative to Reap the Demographic Dividend in the Helm of 18 th Amendment in Pakistan	Pakistan	No	2		AKI	4(2)
CBMS-12558	Monitoring System of the Living Conditions of Households in a Local Community (Community-Based Monitoring System)	Senegal	No	2		AKI	6(2)

1. See : http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PAGE_LICountry_list.pdf
2. List of priority issues for the PAGE first funding round, as defined by the PAGE policy group. Find out more: http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PAGE_Policy_Issues_from_PG-R1.revised.pdf
 - 1) Providing social protection to the informal sector
 - 2) Youth employment and entrepreneurship (demographic transition)
 - 3) Employment intensity of non-agricultural growth
 - 4) China's growth: opportunities and challenges for developing countries
 - 5) Entrepreneurial risktolerance by gender
 - 6) Discrimination in credit access for women at the SME level
3. CRES : Consortium pour la recherche économique et sociale (Dakar, Senegal) – GRADE : Grupo de Analysis para el Desarrollo (Lima, Peru) – AKI : Angelo King Institute for Economic and Business Studies (Manila, Philippines)

ANNEX E

Refer to Section 2.1 in the main document: distribution of related tasks amongst PEP partner institutions

Laval University (Canada)

- Design and publish/launch the 1st call for proposals
- Complete review of scientific literature – list of recommended readings – for each of the policy group's priority issues
- Coordinate inputs and complete the first interim (6-month update) technical report to DFID/IDRC
- Coordinate and complete the proposals' (scientific and policy) review and evaluation (for MPIA, PIERI and PMMA programs¹) – including comments and guidance to improve proposals' design
- Prepare and coordinate the training workshops and parallel sessions² (for MPIA and PMMA programs)³
- Prepare and coordinate the “research communications” workshop
- Coordinate the implementation of the PEP monitoring and evaluation strategy/tools for PAGE projects
- Revise the Research Support Grant Agreement (RSGA or grant contract)
- Complete the 1st PAGE annual report for DFID/IDRC
- Publish/update PEP news (website, mass mails and newsletters – 5 issues since October 2012)

CRES (Senegal)

- Circulate the 1st call for proposals
- Filter and follow up of all submitted proposals, and transfer to relevant PEP program coordinators⁴ (for MPIA, PIERI and PMMA programs)
- Organize and coordinate logistics of the 10th PEP general meeting
 - o Invitation of all participants (letters, travel grants and contracts, visa procedures, etc.)
 - o Venue and all related logistics
 - o In close collaboration with the local co-organizer, TIPS
- Distribute comments following presentations of proposals during PEP meeting amongst research teams

¹ See all PEP programs here : <http://www.pep-net.org/programs/> . A small committee of international experts has been created for each of the PEP program: <http://www.pep-net.org/people/program-committees/> . These committees are responsible for the evaluation and selection of the PAGE projects

² The parallel sessions are those meetings during which the applicant research teams are invited to present their project proposals in front of their peers and international experts (including PEP resource persons and invited discussants). These sessions are grouped according to the main research methods and techniques applied in the projects' analysis (such as for the PEP programs) and thus occur simultaneously (parallel)

³ In collaboration with program committee members, many of whom are based in other institutions/countries. The head of the PIERI committee, for example, is based at CEDLAS, in Argentina.

⁴ See: <http://www.pep-net.org/people/program-scientific-support-coordinators/>

- Train the new administrative assistant hired by the PEP partner institution in Latin America (GRADE) for the administration of 6 of the selected PAGE projects⁵
- Send letters of rejection or acceptance (grant contracts) to the finalist research teams, following the PEP committees' selection – i.e. administration of 11 of the selected projects (management of the PEP intranet project files)
- Disbursement of 1st grant payments (USD 8000) to those teams who have signed and returned their contract (ongoing)
- Provide inputs for the 1st PAGE interim and annual reports

GRADE (Peru)

- Administer 6 of the selected PAGE projects (grant contracts, PEP intranet project files)
- Prepared and send grant contracts to those project teams
- Disbursement of 1st grant payments (USD 8000) to those teams who have signed and returned their contract (ongoing)

AKI – CBMS Network Office (Philippine)

- Design, launch and circulate the “CBMS-component” of the 1st PAGE call for proposals
 - o Deadline for submission of CBMS proposals was extended until June 5, 2013⁶
- Coordinate the review and evaluation of the 28 CBMS proposals received⁷ – including comments and guidance to improve proposals' design⁸
- Review of related studies (scientific literature) for reference in the design of the analytical framework in examining issues relating to social protection for the informal sector and to youth employment and entrepreneurship
- Development of the tablet-based platform for CBMS data collection
- Prepare and coordinate the CBMS training workshop and CBMS parallel session held in Cape Town
- Publish/update the CBMS-related news on the PEP website and through the CBMS newsletter (2 issues since October 2012)
- Provide inputs for the 1st PAGE interim and annual reports

⁵ See Annex D for distribution of selected projects amongst administering partners

⁶ The deadline for submission of all other types of proposals was November 5, 2012

⁷ The selection criteria of CBMS proposals are based on the project's *technical and financial feasibility, policy relevance, and prospects for scaling up or institutionalization of the CBMS research methodology* by key stakeholders in the country where the proposed project will be implemented

⁸ Also working in collaboration with the CBMS program committee

ANNEX F

10th PEP general meeting - Training workshops
May 2013, Cape Town (South Africa)
Participants' evaluation – global report

MPIA workshop

Number of respondents: 8

	Evaluation on		Responses
1.	Training material was clear and useful	1 I totally agree	6
		2	2
		3	
		4	
		5 I totally disagree	
2.	I am satisfied with the content of the presentations	1 I totally agree	6
		2	2
		3	
		4	
		5 I totally disagree	
3.	Presentations were clear	1 I totally agree	5
		2	2
		3	1
		4	
		5 I totally disagree	
4	Time allocated for the presentations was sufficient	1 I totally agree	
		2	
		3	
		4	
		5 I totally disagree	
5	I had enough opportunities to ask question	1 I totally agree	2
		2	1
		3	4
		4	1
		5 I totally disagree	
6	The technical level was appropriate	1 I totally agree	4
		2	3
		3	1
		4	
		5 I totally disagree	
7	I had enough time to complete the exercises	1 I totally agree	4
		2	3
		3	
		4	
		5 I totally disagree	1

8	I am satisfied of the quality of the professor's presentation	1 I totally agree	8
		2	
		3	
		4	
		5 I totally disagree	
9	Globally, I am satisfied with the course	1 I totally agree	7
		2	1
		3	
		4	
		5 I totally disagree	
10	This course fulfilled all my expectations	1 I totally agree	5
		2	3
		3	
		4	
		5 I totally disagree	
11	I am satisfied with the logistics prior to my arrival	1 I totally agree	5
		2	3
		3	
		4	
		5 I totally disagree	
12	I am satisfied with the logistics throughout my stay	1 I totally agree	3
		2	5
		3	
		4	
		5 I totally disagree	
13	I would be interested in participating in other advanced training	1 I totally agree	8
		2	
		3	
		4	
		5 I totally disagree	

Three participants have noted as a general comment that they are interested in having more training workshops on CGE.

[PIERI workshop](#)

Number of respondents: 10

- A) Was the workshop useful?
 Very useful **10 respondents out of 10**
 Useful
 Somehow useful
 Not useful at all
- B) Has your knowledge about Randomized Controlled Trials improved as a result of participating in the workshop?
 Yes **10 respondents out of 10**
 No
- C) Were Stata sessions appropriate useful?
 Yes **10 respondents out of 10**
 No
- D) Will you use what you learned as a result of the contents learned in the workshop?
 Yes **10 respondents out of 10**
 No

E) If you were to obtain PEP funding for your project, how do you think you will best benefit from our mentoring program?

MOST CITED

- 1-Computation of treatment effects under noncompliance
- 2-Power calculations
- 3-Initial random assignment
- 4-Framing evaluation questions
- 5-Questionnaire design
- 6-Counterfactual states

F) If you were to obtain PEP funding for your project, how often do you think you will need to interact with your mentor during critical milestones of your project (random assignment, start of data collection, etc.)

"On a monthly basis" - **9 respondents out of 10**

G) Would you like to have more information about a particular subject? Which one?

- Power calculation
- Randomization
- Measuring outcome impacts
- Analysis skills

H) Suggestions to improve future training workshops

- A less hectic schedule
- A longer practice sessions
- Group discussions and case study

PMMA workshop

Number of respondents: 9

A) Was the workshop useful overall?

Very useful - **9 respondents out of 9**

B) What will you use mostly as a result of the contents learned in the workshop?

- Policy evaluations methodologies
- Use of stata, econometric methods
- Propensity Score Matching/ Non-parametric approaches
- Instrumental variable regression

C) Would you like to have more information about a particular subject? Which one?

- Non-parametric approaches
- Approaches for discrete variable such as logit and probit
- Research dissemination
- Future training opportunities
- Instrumental variable model- how to generate good instruments
- Regression discontinuity

D) Suggestions to improve future training workshops

- More days for the trainings
- Translation/ French version of the documents
- Provide training documents a few weeks before the workshop
- Prepare a module of results interpretation after the exercices

N.B. The evaluation forms were designed by the PEP resource person(s) in charge of providing each of the training workshops.

ANNEX G

PEP Research Support Grant Agreement (RSGA) Template

Please note that the following template (see **next pages**) is one of an RSGA to be signed with the project leader of research teams who intend to conduct policy analysis using either of the following approaches:

- macro-micro policy simulations (to be coordinated under the MPIA program¹)
- microeconomic measurement and analysis (to be coordinated under the PMMA program²)

For those projects using either:

- randomized controlled trials (RCTs – to be coordinated under the PIERI program³)
- community-based monitoring systems (to be coordinated under the CBMS program⁴)

the RSGA template will differ slightly given differences in terms of schedule (or timetable) and budget.

¹ See : <http://www.pep-net.org/programs/mpia/about-mpia/>

² See : <http://www.pep-net.org/programs/pmma/about-pmma/>

³ See : <http://www.pep-net.org/programs/pieri/about-pieri/>

⁴ See : <http://www.pep-net.org/programs/cbms/about-cbms/>



Research Support Grant Agreement

Please find enclosed the PEP Research Support Grant Agreement (RSGA).

Before returning the RSGA to PEP, kindly ensure that you have:

- CAREFULLY READ ALL SECTIONS;
- SIGNED THE RSGA ON THE LAST PAGE;
- COMPLETED THE BANKING INFORMATION FORM. FAILURE TO DO SO, OR TO PROVIDE ACCURATE INFORMATION, MAY RESULT IN GRANT PAYMENT DELAYS;
- ENSURED THAT ALL PROJECT TEAM MEMBERS ARE INFORMED OF OBLIGATIONS WITH RESPECT TO THIS RSGA.

We thank you very much for your kind collaboration in providing all the requisite information.

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1. Project Objectives	Annex A —
2. Recipient-administrator	Additional Terms and Conditions of the Grant
3. Contacts	A1. Definitions
4. Availability of the Grant	A2. Disclaimer
5. Amendment	A3. Dissemination of Results
	A4. Ethical code
	A5. Project Budget
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	A7. Payments and Reports
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	A10. Compliance with National Laws
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Annex B — Schedule of Project Milestones

Annex C — Project Budget

Annex D — Banking Information Form

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Research Support Grant Agreement

The Partnership for Economic Policy (hereinafter called *PEP*) has approved a grant in an amount of up to US\$20 000 to:

Dr. Mallaye Douzounet
Researcher/Lecturer
CERGEA
University of Ndjamen
PO.BOX 1394
N'Djamena, Chad
douzounetmallaye@yahoo.fr

(hereinafter referred to as *the Recipient*)

to enable the Recipient to undertake the Research Support Project (RSP) entitled “**School choice and youth entrepreneurship in Chad**” as described in Section 1 of this Agreement. The Recipient agrees that the payment of any funds under this grant is subject to its **compliance with the conditions set out in this Agreement, including those in Annexes A, B, and C**, which form an integral part of this Agreement.

1. Project Objectives

The overall objective, or purpose, of the RSP is to evaluate both the effect of school choice on self employment and the benefit of entrepreneurs in Chad.

The results/findings of this project shall then be disseminated to relevant local/national stakeholders to assist in evidence-based policymaking.

2. Recipient-administrator

It is understood that all grant funds provided for the RSP will be received and administered by the Recipient.

3. Contacts

3.1 For PEP

Ms. Aissatou Diop, Administrator
PEP African office
Consortium pour la Recherche Économique et Sociale (CRES)
Code Postal 12023, Boite Postale 7988
Dakar, Sénégal
Telephone/facsimile: 221 33864 7398/221 338647758

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3.2 For the Recipient

Dr. Mallaye Douzounet

Researcher/Lecturer

CERGEA

University of Ndjamena

PO.BOX 1394

N'Djamena, Chad

douzounetmallaye@yahoo.fr

4. Availability of the Grant

The grant is subject to sufficient funds being made available to PEP during the full course of the grant.

The estimated time for completion of the RSP is twelve (12) months from the Commencement Date (see definitions in Annex A). The PEP grant will remain available to the Recipient during this period, provided that the Recipient formally accepts the grant to undertake the RSP. Disbursements outside this period will not be accepted by PEP unless the Recipient asks for an extension to be approved by the PEP executive director.

For the purpose of this grant, the Commencement Date shall be the date of signature by PEP of this contract and the Completion Date shall be a maximum of eighteen (18) months later.

PEP's offer of a grant will expire **30 days** after the date of issue of this Agreement. If PEP does not receive a signed copy of this Agreement within that time, it will cancel the grant. All extensions to the period of the offer must be agreed to in writing by PEP.

IMPORTANT: As outlined in the eligibility criteria set out in the PEP proposal submission guidelines, all members of PEP-funded teams must reside in a developing country for the full duration of the project (until approval of the final report). Absences of up to a total of two months per year are allowed. If a team member expects to be absent for a longer period, s/he is required to either withdraw from your team or, if the team leader indicates her/his agreement in writing, to suspend the project for the duration of the absence or to cancel the project. In the case of the withdrawal of a team leader, a new team leader must be proposed and approved by PEP. This policy is strictly applied within the PEP network as our goal is to support research executed **in** developing countries.

5. Amendment

This Agreement may only be modified by a written amendment signed by the PEP executive director and the Recipient.

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In witness thereof, the Recipient accepts the grant as of the date indicated:

Dr. Malaye Douzounet

Date

M. Abdoulaye Diagne, Director, PEP-Africa

05-29-2013

M. John Cockburn, PEP executive director

05-29-2013

- Encl. Annex A — Additional Terms and Conditions of the Grant
 Annex B — Schedule of Project Milestones
 Annex C — Project Budget
 Annex D — Banking Information Form

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Annex A

Additional Terms and Conditions of the Grant

A1. Definitions

For the purpose of the present Agreement, the following definitions shall apply:

Administering Institution shall mean the Recipient responsible for the receipt and administration of grant funds, as identified in Section 2 of the Agreement. In this Annex the Administering Institution is deemed the same as Recipient for the purposes of financial administration.

Commencement Date shall mean the date on which the Research work officially commences and from which PEP agrees to cover Recipient expenses with its grant.

Completion Date shall mean the last date grant funds will be available to the Recipient. Commencement Date plus Grant Duration equals Completion Date. The Project's final Research Report (see below) is due by this date. *Grant Duration* shall mean the number of months during which the grant is available to the Recipient to enable it to complete all Research Support Work and submit all reports.

The Agreement or the present Agreement shall mean the Research Support Grant Agreement, which incorporates all Annexes to it.

Milestone shall mean a significant event in the progress of the Project, e.g. submission of Research/Technical Reports

Research Communication Strategy shall refer to all activities planned and/or undertaken in the context of the Project to inform relevant local/national stakeholders of the Project's main outcomes/findings and ensuing policy implications. These include consultation activities, to be undertaken within the Grant Duration period, as well as various dissemination activities (as referred to in Section A3 below), to be undertaken within a period of 6 months after the Completion Date – additional grants will be made available to support the latter, as mentioned in Section C3 below.

Research Reports shall refer to documents submitted by the Recipient to report on the progress and outcomes of the Research Work undertaken in the context of the said Project.

Research Support Work shall mean those tasks undertaken by the Recipient deemed necessary to achieve specific Project objectives.

Technical Report shall refer to a pre-determined set of “forms” – incorporated within the Project's file in the PEP Intranet system – that are to be filled and updated on a regular basis within the Grant Duration Period, as well as once more 6 months after the Completion Date. The Technical Reports are distinct from the Research Reports as they aim to report on the implementation of the Project's Research Communication Strategy, as well as on the progress

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and outcomes of the Project in terms of research capacity building, promotion of local expertise and policy influence.

A2. Disclaimer

The Recipient undertakes the Project on its own behalf and not on behalf of PEP, and the PEP grant shall in no way be construed as creating the relationship of principal and agent, of partnership in law or of joint venture as between PEP and the Recipient or any other person involved in the Project. PEP assumes no liability with respect to any accident to any person or any loss or damage to any person or property arising from the Project.

A3. Dissemination of Project Results and Related Information

One of PEP's main objectives is to see that the research it funds is disseminated widely in order to contribute most effectively to improvement of development policy making and socioeconomic wellbeing in developing countries. In disseminating the results of the Project, all Project Recipients shall adhere to the following conditions:

- a) Recipients must specify how and where research results will be communicated to relevant stakeholders (who may include academics, but also and mostly policy-makers and the general public): e.g. through direct consultation, publications, policy briefs, seminars, conferences, etc. A Research Communication Strategy should be provided and approved upon signing of the Agreement. PEP will be monitoring the implementation of this Strategy through the Technical Report's updates, and may withhold the release of grant payments until these updates are completed. .
- b) Recipients have the right to publish, in any form, the results of the Project, or any other information prepared or produced as a result of this grant, and are not required to obtain the consent of PEP to do so, except where they have signed a subsidiary Memorandum of Understanding with respect to intellectual property.

Recipients will recognize the support of PEP by including, in all related publications, the following acknowledgement:

'This work was carried out with financial and scientific support from the Partnership for Economic Policy (PEP), with funding from the Department for International Development (DFID) of the United Kingdom (or UK Aid), and the Government of Canada through the International Development Research Center (IDRC).'

Notwithstanding the foregoing, in any Collaborative Project it is understood that all parties will effect publication of the Project results jointly, unless all parties agree otherwise in writing.

- c) Unless the Recipient explicitly objects, PEP will systematically publish and distribute the Project's outcomes and related information – including but not limited to writings, photos

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and video recordings – on its website and through other communication channels (including annual reports, newsletters, reports to donors, etc.).

- d) If a Recipient objects to the publication or distribution of the results or information referred to in c) above, PEP shall consider the reasons given for the objection before making a final decision on the publication or distribution of the results or information.
- e) To assist in PEP's own communication and reporting activities, the Recipient shall provide PEP and, if appropriate, other Collaborating Institution(s) with :
- one copy of any publication it has made of the results of the Project or of any other information prepared or produced as a result of this grant,
 - a set of minimum ten (10) photos related to the Project's theme (or related policy issues), consultation/dissemination activities and/or the Recipient's working environment.
 - two (2) copies of any other audio or visual material that was produced in the context of the Project. In addition, when possible, the Recipient shall provide an electronic version, specifying the software and, where applicable, hardware used.
 - a short "debate-raising" piece or article in relation to their Project's policy issues, to be posted and commented through the PEP website's upcoming blog.

A4. Ethical Code

All research will be carried out in accordance with PEP ethical standards. In proposals, candidates are required to clearly identify all possible ethical issues relating to their research. Where such issues arise, the Program Scientific Support Coordinator will review them, in consultation with PEP staff where necessary, and present them to the PEP Management Committee for consideration.

A5. Project Budget

The grant shall be used exclusively for the budgetary purposes set forth in Annex C (Project Budget).

A6. Grant Administration

PEP will make grant payments to the Recipient according to the schedule set forth in Annex B (Schedule of Milestones), which forms an integral part of this Agreement. The Recipient agrees that the payment of any funds under this grant is subject to compliance with the conditions set out in this Agreement, including all annexes.

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A6.1 Working Currency

The working currency of the Recipient is the currency of the Project budget in Annex C. Notwithstanding the working currency of the Recipient, PEP limits its grant payment liability to the US currency value of the grant as stated in this Agreement.

A7. Payments and Financial Reports

A7.1 Instalment Requests

No financial report is requested because payments are done only when milestone activities (see Annex B) are completed and accepted (assessed as satisfactory) by PEP's executive director.

A7.2 Payment

Payments are subordinated to acceptance by PEP's executive director of the project milestone activities (see Annex B). Payment is provided by bank transfer using information given by the Recipient in Annex D.

A7.3 Financial report

Payments to recipient are provided in the form of honoraries and thus no budget or financial report is required.

A.8 Allowable Expenses

Allowable expenses are limited to the above-mentioned honoraries. The recipient is thus expected to finance all research expenses directly from these honoraries. No honoraries will be paid by PEP outside of the period of availability of the grant (see Section 4 of this Agreement).

Separate funding is available to finance the participation in PEP meetings and other activities (training, publications, national and international conferences, etc.), as discussed in the PEP Grants Manual¹ (and referred to in Section C3)

A8.1 Taxes

All Senegalese and other taxes due are the responsibility of the Recipient, and the Recipient will be liable for any tax owing. PEP can produce a tax form for honoraries paid where the Recipient's country requires that tax be paid on this income. This depends on international agreements between Senegal and the recipient's country of residence. It is the recipient's responsibility to verify local income tax regulations. The recipient should keep receipts for project research expenses in the event these can be deducted in calculation of the recipient's income.

¹ http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PEP_Grants_Manual_May2013.pdf

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A8.2 Indirect Costs

No indirect costs are permitted.

A.9 Visits to Project

The Recipient, at the request of PEP, will permit officers or representatives of PEP to visit the Project site(s) at times convenient to the parties concerned and will facilitate the discussion of the results and progress of the Project between PEP representatives and Project personnel.

A.10 Compliance with National Laws

In carrying out this Project, the Recipient shall be responsible for complying with all applicable laws and regulations of the countries in which the Research Support Work will be carried out and to which Project personnel may have to travel to as part of the Project.

A11. Notices

Any notice that is delivered shall be deemed to have been received on delivery.

Any notice sent by electronic mail or fax shall be deemed to have been received one working day after being sent; any notice given by letter shall be deemed to have been received 15 calendar days after the date of mailing.

It is the responsibility of the recipient to ensure that personal information on the PEP website remains accurate for all team members.

A12. Non-Compliance

In the event that the Recipient fails to comply with any of the terms and conditions outlined in this Agreement, PEP may refuse to release new payments.

A13. Intellectual Property

A13.1 Authorship

The final report from this Project should be solely the work of the team members (and signed only by them) with resource persons playing a purely advisory role.

Where a PEP team makes the request, we encourage resource persons to participate as co-authors in the preparation of subsequent publications (working papers, journal articles, etc.) if the Recipient and resource person feel that the resource person can make a substantive contribution that increases the relevance/quality of the research for domestic

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policy making, the likelihood of it being published and/or the reputation of the journal in which it is published.

A13.2 References and plagiarism

The Recipient should also be very careful to avoid any appearance of plagiarism. Any text 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 web sites:

<http://writing.yalecollege.yale.edu/warning-when-you-must-cite> and

<http://writing.yalecollege.yale.edu/fair-paraphrase>. PEP will be using a software program to detect cases of plagiarism.

A13.3 Access to data

PEP has free unconditional access to and ownership of all data collected through this grant for research purposes throughout and after the Project. The Recipient would also make the data publicly available within a maximum delay of one year after data collection has been completed.

All data collected through this research grant will be made accessible according to DFID's Open and enhanced access policy: <http://pedl.cepr.org/content/dfids-open-and-enhanced-access-policy>

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Annex B

Schedule of Project Milestones

Milestone	Due date	PEP Payment Amount
First research grant payment On approval of revised proposal.	Official commencement date	\$US 8,000
Second research grant payment On approval of interim Technical ¹ and Research Reports (to be submitted by October 15, 2013).	November 15, 2013	\$US 6,000
Study visit On approval of interim Technical and Research reports, as well as “study visit grant request” (see PEP Grants Manual ² , Section 2.1.2)	Roughly 8 months after commencement date (to prepare a draft final report)	Approved participation costs
Presentation of draft final Research Report in PEP general meeting On approval of draft final Research Report and updated Technical Report (to be submitted no later than February 28, 2014)	Roughly 12 months after commencement date	Approved participation costs
Final research grant payment On approval of the final Research Report and of a new update of the Technical Report ³ .	June 30, 2014	\$US 6,000

If the Recipient fails to submit any one of the above-mentioned final reports by the Completion Date, PEP may close the Project. In such an instance, PEP shall withhold all final payments.

¹ Note that a initial (partial) completion of the Project’s Technical Report will be requested within 30 days following reception of the first grant payment. All subsequent references to the Technical Report (including that of the interim stage) imply that the Recipient shall “add” information to complete or update the Report. When Recipients omit to update the Report, the referred grant payments may be withheld.

² http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PEP_Grants_Manual_May2013.pdf

³ Note that a final update of the Project’s Technical Report will be requested approximately 6 months after the Completion Date, upon completion of the Research Communication Strategy and in the context of additional grants, as referred to in Section C3 and the PEP Grants Manual (see link above)

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Annex C

Project Budget

C1. Local and Parallel Contributions

The Recipient may not receive additional funding from outside sources for research funded by a PEP research grant without the written consent of the PEP executive director. Local contributions will be considered favourably, but are not required. These funds, which will be used for the purposes of the Project, are not included in the Project budget of this Annex. The Recipient will enter into agreement(s) with the contributing agency(ies) to ensure that its(their) contribution(s) is(are) made approximately as indicated. The Recipient shall **notify PEP** of the signature of such agreements.

C2. Funding conditions

PEP's fixed contribution in the context of this Research Support Grant will be for an amount of \$US 20 000. This Project's budget is predicated upon financial contributions being received from third parties by the Recipient on a twelve (12)-month research cycle.

The distribution of the fixed research grant will be as follows (refer to Annex B):

40% Following Grant approval	\$US 8,000
30% Following approval of interim reports	\$US 6,000
30% Following approval of final reports	\$US 6,000

C3. Additional Financing

In addition to this fixed contribution referred to in Section C2 above, the Recipient will receive financing to cover the costs for one team member to participate in a PEP general meeting, to present the team's final Research Report. A draft of the Report must have been submitted at least sixteen weeks prior to the meeting and deemed by the relevant Program Scientific Support Coordinator to be of acceptable quality. This additional financing will be subject to a separate contract agreement between PEP and the Recipient.

The Recipient is also entitled to request other grants that are made available by PEP – sometimes on a competitive basis - to fund/support various activities related to capacity building (e.g. study visits) and/or the dissemination of results (publications, conferences, etc.), as stipulated in the PEP Grants Manual¹, and which may or not be subject to separate contract agreements between PEP and the Recipient.

¹ http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PEP_Grants_Manual_May2013.pdf

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www.pep-net.org



Annex D

BANKING INFORMATION FORM

Please fill out attached Excel file

PS: PLEASE NOTE THAT SIGNED CONTRACT SHOULD BE SENT BY EXPRESS MAIL to the address below:

Ms. Aissatou Diop

Administrator

PEP African office

Consortium pour la Recherche Économique et Sociale (CRES)

Dakar, Sénégal

Code Postal 12023

Boite Postale 7988, Dakar

Sénégal

Telephone/facsimile: 221 33864 7398/221 338647758

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Research Support Grant Agreement

Please find enclosed the PEP Research Support Grant Agreement (RSGA).

Before returning the RSGA to PEP, kindly ensure that you have:

- CAREFULLY READ ALL SECTIONS;
- SIGNED THE RSGA ON THE LAST PAGE;
- COMPLETED THE BANKING INFORMATION FORM. FAILURE TO DO SO, OR TO PROVIDE ACCURATE INFORMATION, MAY RESULT IN GRANT PAYMENT DELAYS;
- ENSURED THAT ALL PROJECT TEAM MEMBERS ARE INFORMED OF OBLIGATIONS WITH RESPECT TO THIS RSGA.

We thank you very much for your kind collaboration in providing all the requisite information.

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Annex B — Schedule of Project Milestones

Annex C — Project Budget

Annex D — Banking Information Form

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Research Support Grant Agreement

The Partnership for Economic Policy (hereinafter called *PEP*) has approved a grant in an amount of up to US\$20 000 to:

Dr. Mallaye Douzounet
Researcher/Lecturer
CERGEA
University of Ndjamen
PO.BOX 1394
N'Djamena, Chad
douzounetmallaye@yahoo.fr

(hereinafter referred to as *the Recipient*)

to enable the Recipient to undertake the Research Support Project (RSP) entitled “**School choice and youth entrepreneurship in Chad**” as described in Section 1 of this Agreement. The Recipient agrees that the payment of any funds under this grant is subject to its **compliance with the conditions set out in this Agreement, including those in Annexes A, B, and C**, which form an integral part of this Agreement.

1. Project Objectives

The overall objective, or purpose, of the RSP is to evaluate both the effect of school choice on self employment and the benefit of entrepreneurs in Chad.

The results/findings of this project shall then be disseminated to relevant local/national stakeholders to assist in evidence-based policymaking.

2. Recipient-administrator

It is understood that all grant funds provided for the RSP will be received and administered by the Recipient.

3. Contacts

3.1 For PEP

Ms. Aissatou Diop, Administrator
PEP African office
Consortium pour la Recherche Économique et Sociale (CRES)
Code Postal 12023, Boite Postale 7988
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3.2 For the Recipient

Dr. Mallaye Douzounet

Researcher/Lecturer

CERGEA

University of Ndjamen

PO.BOX 1394

N'Djamena, Chad

douzounetmallaye@yahoo.fr

4. Availability of the Grant

The grant is subject to sufficient funds being made available to PEP during the full course of the grant.

The estimated time for completion of the RSP is twelve (12) months from the Commencement Date (see definitions in Annex A). The PEP grant will remain available to the Recipient during this period, provided that the Recipient formally accepts the grant to undertake the RSP. Disbursements outside this period will not be accepted by PEP unless the Recipient asks for an extension to be approved by the PEP executive director.

For the purpose of this grant, the Commencement Date shall be the date of signature by PEP of this contract and the Completion Date shall be a maximum of eighteen (18) months later.

PEP's offer of a grant will expire **30 days** after the date of issue of this Agreement. If PEP does not receive a signed copy of this Agreement within that time, it will cancel the grant. All extensions to the period of the offer must be agreed to in writing by PEP.

IMPORTANT: As outlined in the eligibility criteria set out in the PEP proposal submission guidelines, all members of PEP-funded teams must reside in a developing country for the full duration of the project (until approval of the final report). Absences of up to a total of two months per year are allowed. If a team member expects to be absent for a longer period, s/he is required to either withdraw from your team or, if the team leader indicates her/his agreement in writing, to suspend the project for the duration of the absence or to cancel the project. In the case of the withdrawal of a team leader, a new team leader must be proposed and approved by PEP. This policy is strictly applied within the PEP network as our goal is to support research executed **in** developing countries.

5. Amendment

This Agreement may only be modified by a written amendment signed by the PEP executive director and the Recipient.

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In witness thereof, the Recipient accepts the grant as of the date indicated:

Dr. Malaye Douzounet

Date

M. Abdoulaye Diagne, Director, PEP-Africa

05-29-2013

M. John Cockburn, PEP executive director

05-29-2013

- Encl. Annex A — Additional Terms and Conditions of the Grant
 Annex B — Schedule of Project Milestones
 Annex C — Project Budget
 Annex D — Banking Information Form

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Annex A

Additional Terms and Conditions of the Grant

A1. Definitions

For the purpose of the present Agreement, the following definitions shall apply:

Administering Institution shall mean the Recipient responsible for the receipt and administration of grant funds, as identified in Section 2 of the Agreement. In this Annex the Administering Institution is deemed the same as Recipient for the purposes of financial administration.

Commencement Date shall mean the date on which the Research work officially commences and from which PEP agrees to cover Recipient expenses with its grant.

Completion Date shall mean the last date grant funds will be available to the Recipient. Commencement Date plus Grant Duration equals Completion Date. The Project's final Research Report (see below) is due by this date. *Grant Duration* shall mean the number of months during which the grant is available to the Recipient to enable it to complete all Research Support Work and submit all reports.

The Agreement or the present Agreement shall mean the Research Support Grant Agreement, which incorporates all Annexes to it.

Milestone shall mean a significant event in the progress of the Project, e.g. submission of Research/Technical Reports

Research Communication Strategy shall refer to all activities planned and/or undertaken in the context of the Project to inform relevant local/national stakeholders of the Project's main outcomes/findings and ensuing policy implications. These include consultation activities, to be undertaken within the Grant Duration period, as well as various dissemination activities (as referred to in Section A3 below), to be undertaken within a period of 6 months after the Completion Date – additional grants will be made available to support the latter, as mentioned in Section C3 below.

Research Reports shall refer to documents submitted by the Recipient to report on the progress and outcomes of the Research Work undertaken in the context of the said Project.

Research Support Work shall mean those tasks undertaken by the Recipient deemed necessary to achieve specific Project objectives.

Technical Report shall refer to a pre-determined set of “forms” – incorporated within the Project's file in the PEP Intranet system – that are to be filled and updated on a regular basis within the Grant Duration Period, as well as once more 6 months after the Completion Date. The Technical Reports are distinct from the Research Reports as they aim to report on the implementation of the Project's Research Communication Strategy, as well as on the progress

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and outcomes of the Project in terms of research capacity building, promotion of local expertise and policy influence.

A2. Disclaimer

The Recipient undertakes the Project on its own behalf and not on behalf of PEP, and the PEP grant shall in no way be construed as creating the relationship of principal and agent, of partnership in law or of joint venture as between PEP and the Recipient or any other person involved in the Project. PEP assumes no liability with respect to any accident to any person or any loss or damage to any person or property arising from the Project.

A3. Dissemination of Project Results and Related Information

One of PEP's main objectives is to see that the research it funds is disseminated widely in order to contribute most effectively to improvement of development policy making and socioeconomic wellbeing in developing countries. In disseminating the results of the Project, all Project Recipients shall adhere to the following conditions:

- a) Recipients must specify how and where research results will be communicated to relevant stakeholders (who may include academics, but also and mostly policy-makers and the general public): e.g. through direct consultation, publications, policy briefs, seminars, conferences, etc. A Research Communication Strategy should be provided and approved upon signing of the Agreement. PEP will be monitoring the implementation of this Strategy through the Technical Report's updates, and may withhold the release of grant payments until these updates are completed. .
- b) Recipients have the right to publish, in any form, the results of the Project, or any other information prepared or produced as a result of this grant, and are not required to obtain the consent of PEP to do so, except where they have signed a subsidiary Memorandum of Understanding with respect to intellectual property.

Recipients will recognize the support of PEP by including, in all related publications, the following acknowledgement:

'This work was carried out with financial and scientific support from the Partnership for Economic Policy (PEP), with funding from the Department for International Development (DFID) of the United Kingdom (or UK Aid), and the Government of Canada through the International Development Research Center (IDRC).'

Notwithstanding the foregoing, in any Collaborative Project it is understood that all parties will effect publication of the Project results jointly, unless all parties agree otherwise in writing.

- c) Unless the Recipient explicitly objects, PEP will systematically publish and distribute the Project's outcomes and related information – including but not limited to writings, photos

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and video recordings – on its website and through other communication channels (including annual reports, newsletters, reports to donors, etc.).

- d) If a Recipient objects to the publication or distribution of the results or information referred to in c) above, PEP shall consider the reasons given for the objection before making a final decision on the publication or distribution of the results or information.
- e) To assist in PEP's own communication and reporting activities, the Recipient shall provide PEP and, if appropriate, other Collaborating Institution(s) with :
- one copy of any publication it has made of the results of the Project or of any other information prepared or produced as a result of this grant,
 - a set of minimum ten (10) photos related to the Project's theme (or related policy issues), consultation/dissemination activities and/or the Recipient's working environment.
 - two (2) copies of any other audio or visual material that was produced in the context of the Project. In addition, when possible, the Recipient shall provide an electronic version, specifying the software and, where applicable, hardware used.
 - a short "debate-raising" piece or article in relation to their Project's policy issues, to be posted and commented through the PEP website's upcoming blog.

A4. Ethical Code

All research will be carried out in accordance with PEP ethical standards. In proposals, candidates are required to clearly identify all possible ethical issues relating to their research. Where such issues arise, the Program Scientific Support Coordinator will review them, in consultation with PEP staff where necessary, and present them to the PEP Management Committee for consideration.

A5. Project Budget

The grant shall be used exclusively for the budgetary purposes set forth in Annex C (Project Budget).

A6. Grant Administration

PEP will make grant payments to the Recipient according to the schedule set forth in Annex B (Schedule of Milestones), which forms an integral part of this Agreement. The Recipient agrees that the payment of any funds under this grant is subject to compliance with the conditions set out in this Agreement, including all annexes.

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A6.1 Working Currency

The working currency of the Recipient is the currency of the Project budget in Annex C. Notwithstanding the working currency of the Recipient, PEP limits its grant payment liability to the US currency value of the grant as stated in this Agreement.

A7. Payments and Financial Reports

A7.1 Instalment Requests

No financial report is requested because payments are done only when milestone activities (see Annex B) are completed and accepted (assessed as satisfactory) by PEP's executive director.

A7.2 Payment

Payments are subordinated to acceptance by PEP's executive director of the project milestone activities (see Annex B). Payment is provided by bank transfer using information given by the Recipient in Annex D.

A7.3 Financial report

Payments to recipient are provided in the form of honoraries and thus no budget or financial report is required.

A.8 Allowable Expenses

Allowable expenses are limited to the above-mentioned honoraries. The recipient is thus expected to finance all research expenses directly from these honoraries. No honoraries will be paid by PEP outside of the period of availability of the grant (see Section 4 of this Agreement).

Separate funding is available to finance the participation in PEP meetings and other activities (training, publications, national and international conferences, etc.), as discussed in the PEP Grants Manual¹ (and referred to in Section C3)

A8.1 Taxes

All Senegalese and other taxes due are the responsibility of the Recipient, and the Recipient will be liable for any tax owing. PEP can produce a tax form for honoraries paid where the Recipient's country requires that tax be paid on this income. This depends on international agreements between Senegal and the recipient's country of residence. It is the recipient's responsibility to verify local income tax regulations. The recipient should keep receipts for project research expenses in the event these can be deducted in calculation of the recipient's income.

¹ http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PEP_Grants_Manual_May2013.pdf

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A8.2 Indirect Costs

No indirect costs are permitted.

A.9 Visits to Project

The Recipient, at the request of PEP, will permit officers or representatives of PEP to visit the Project site(s) at times convenient to the parties concerned and will facilitate the discussion of the results and progress of the Project between PEP representatives and Project personnel.

A.10 Compliance with National Laws

In carrying out this Project, the Recipient shall be responsible for complying with all applicable laws and regulations of the countries in which the Research Support Work will be carried out and to which Project personnel may have to travel to as part of the Project.

A11. Notices

Any notice that is delivered shall be deemed to have been received on delivery.

Any notice sent by electronic mail or fax shall be deemed to have been received one working day after being sent; any notice given by letter shall be deemed to have been received 15 calendar days after the date of mailing.

It is the responsibility of the recipient to ensure that personal information on the PEP website remains accurate for all team members.

A12. Non-Compliance

In the event that the Recipient fails to comply with any of the terms and conditions outlined in this Agreement, PEP may refuse to release new payments.

A13. Intellectual Property

A13.1 Authorship

The final report from this Project should be solely the work of the team members (and signed only by them) with resource persons playing a purely advisory role.

Where a PEP team makes the request, we encourage resource persons to participate as co-authors in the preparation of subsequent publications (working papers, journal articles, etc.) if the Recipient and resource person feel that the resource person can make a substantive contribution that increases the relevance/quality of the research for domestic

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policy making, the likelihood of it being published and/or the reputation of the journal in which it is published.

A13.2 References and plagiarism

The Recipient should also be very careful to avoid any appearance of plagiarism. Any text 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 web sites:

<http://writing.yalecollege.yale.edu/warning-when-you-must-cite> and
<http://writing.yalecollege.yale.edu/fair-paraphrase>. PEP will be using a software program to detect cases of plagiarism.

A13.3 Access to data

PEP has free unconditional access to and ownership of all data collected through this grant for research purposes throughout and after the Project. The Recipient would also make the data publicly available within a maximum delay of one year after data collection has been completed.

All data collected through this research grant will be made accessible according to DFID's Open and enhanced access policy: <http://pedl.cepr.org/content/dfids-open-and-enhanced-access-policy>

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Annex B

Schedule of Project Milestones

Milestone	Due date	PEP Payment Amount
First research grant payment On approval of revised proposal.	Official commencement date	\$US 8,000
Second research grant payment On approval of interim Technical ¹ and Research Reports (to be submitted by October 15, 2013).	November 15, 2013	\$US 6,000
Study visit On approval of interim Technical and Research reports, as well as “study visit grant request” (see PEP Grants Manual ² , Section 2.1.2)	Roughly 8 months after commencement date (to prepare a draft final report)	Approved participation costs
Presentation of draft final Research Report in PEP general meeting On approval of draft final Research Report and updated Technical Report (to be submitted no later than February 28, 2014)	Roughly 12 months after commencement date	Approved participation costs
Final research grant payment On approval of the final Research Report and of a new update of the Technical Report ³ .	June 30, 2014	\$US 6,000

If the Recipient fails to submit any one of the above-mentioned final reports by the Completion Date, PEP may close the Project. In such an instance, PEP shall withhold all final payments.

¹ Note that a initial (partial) completion of the Project’s Technical Report will be requested within 30 days following reception of the first grant payment. All subsequent references to the Technical Report (including that of the interim stage) imply that the Recipient shall “add” information to complete or update the Report. When Recipients omit to update the Report, the referred grant payments may be withheld.

² http://www.pep-net.org/fileadmin/medias/pdf/PEP_official_documents/PEP_Grants_Manual_May2013.pdf

³ Note that a final update of the Project’s Technical Report will be requested approximately 6 months after the Completion Date, upon completion of the Research Communication Strategy and in the context of additional grants, as referred to in Section C3 and the PEP Grants Manual (see link above)

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Annex C

Project Budget

C1. Local and Parallel Contributions

The Recipient may not receive additional funding from outside sources for research funded by a PEP research grant without the written consent of the PEP executive director. Local contributions will be considered favourably, but are not required. These funds, which will be used for the purposes of the Project, are not included in the Project budget of this Annex. The Recipient will enter into agreement(s) with the contributing agency(ies) to ensure that its(their) contribution(s) is(are) made approximately as indicated. The Recipient shall **notify PEP** of the signature of such agreements.

C2. Funding conditions

PEP's fixed contribution in the context of this Research Support Grant will be for an amount of \$US 20 000. This Project's budget is predicated upon financial contributions being received from third parties by the Recipient on a twelve (12)-month research cycle.

The distribution of the fixed research grant will be as follows (refer to Annex B):

40% Following Grant approval	\$US 8,000
30% Following approval of interim reports	\$US 6,000
30% Following approval of final reports	\$US 6,000

C3. Additional Financing

In addition to this fixed contribution referred to in Section C2 above, the Recipient will receive financing to cover the costs for one team member to participate in a PEP general meeting, to present the team's final Research Report. A draft of the Report must have been submitted at least sixteen weeks prior to the meeting and deemed by the relevant Program Scientific Support Coordinator to be of acceptable quality. This additional financing will be subject to a separate contract agreement between PEP and the Recipient.

The Recipient is also entitled to request other grants that are made available by PEP – sometimes on a competitive basis - to fund/support various activities related to capacity building (e.g. study visits) and/or the dissemination of results (publications, conferences, etc.), as stipulated in the PEP Grants Manual¹, and which may or not be subject to separate contract agreements between PEP and the Recipient.

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Annex D

BANKING INFORMATION FORM

Please fill out attached Excel file

PS: PLEASE NOTE THAT SIGNED CONTRACT SHOULD BE SENT BY EXPRESS MAIL to the address below:

Ms. Aissatou Diop

Administrator

PEP African office

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