

# SOKOINE UNIVERSITY OF AGRICULTURE



## RESEARCH AND INNOVATION SUPPORT (SUARIS)

### 2<sup>nd</sup> CALL FOR CONCEPT NOTES COMPETITIVE RESEARCH AND INNOVATION GRANTS FOR YEAR 2021/2022 FOR SUA STAFF

#### 1.0 INTRODUCTION

Sokoine University of Agriculture (SUA) is a Public University established by Act of Parliament No. 6 on 1<sup>st</sup> July 1984, which was repealed by the Universities Act No. 7 in 2005. Following the enactment of the Universities Act, SUA was granted the SUA Charter of 2007. The vision of SUA is “*to be a leading university in the provision of quality knowledge and skills in agriculture and allied sciences*”, which is guided by its mission which is “*to promote development in agriculture and natural resources through training, research and delivery of services*”. Cooperate Strategic Objective No. 2 of SUA is “to increase the volume and quality of research, publications and innovations”. SUA ranks the First in top Universities with more citations in Google Scholar profiles among the Tanzanian Universities for the period ending January 2021, with a total of 89,752 citations compared to 82,220 citations of July 2020.

To further improve her position in the world, SUA has set aside **TZS 1,000,000,000 (One Billion)** during the 2021/2022 financial year to support research, publications and innovations for its staff in particular the young early career researchers through the SUA Research and Innovation Support (SUARIS). At least 30 projects are expected to be supported during the year 2021/2022.

#### 2.0 ELIGIBILITY

1. Researchers and academic members of staff of Sokoine University of Agriculture
2. Early career researchers/junior academic members of staff not older than 45 years with a Master or PhD qualification acquired not more than three years.

#### 3.0 RESEARCH CLUSTERS AND FOCUS AREAS

The research clusters and focus area can be accessed from the SUARIS Guidelines and Procedures.

#### 4.0 BUDGET PREPARATION

Budgets shall be prepared according to the SUA Research Regulations and Guidelines, Fourth Edition of 2019.

#### 5.0 PROJECT DURATION

The maximum project duration shall be twenty-four (24) months from the date of signing the agreement. Justification for no-cost time extension will be needed should one require consideration for longer duration after the expiration.

## **6.0 APPLICATION PROCESS AND DEADLINES**

- 6.1 Applicants shall fill and submit a Concept Note Application as prescribed in the attached form latest by **Friday, 13<sup>th</sup> August, 2021**.
- 6.2 Applicants whose concept notes have been approved shall be invited to submit full proposals on a prescribed form on **15<sup>th</sup> September 2021**. Full proposals are expected to be submitted latest by **15<sup>th</sup> October 2021**.
- 6.3 Successful applicants shall be notified on **15<sup>th</sup> November 2021** and shall be expected to commence research on **15<sup>th</sup> December 2021**.
- 6.4 Evaluation of Concept notes and Proposals shall be done as stipulated in the SUA Research Regulations and Guidelines (2019).
- 6.5 The review of the concept notes and proposals will be carried out by a panel of independent (SUA and External) experts in relevant research focus area. Each reviewer shall be required to sign a Confidentiality Statement as provided on this call.
- 6.6 Successful applicants shall be required to submit to the Directorate of Postgraduate Studies, Research, Technology Transfer and Consultancy progress reports on a quarterly basis and the Final Research Report through the Research and Publications Documentation System (RPDS).

## **HOW TO APPLY**

The research concept notes should be submitted via email to the Director, Directorate of Postgraduate Studies, Research, Technology Transfer and Consultancy, Sokoine University of Agriculture (SUA), **E-mail: drpgs@sua.ac.tz**, and copied to **rafiki.kiravu@sua.ac.tz**, **jkashaigili@sua.ac.tz**.

**This form consists of three sections: Please make sure that all sections are filled in fully.**

**Section A:** is a checklist for ensuring that you have included all the required documentation

**Section B:** provides a synopsis of your research idea

**Section C:** provides details of qualification and experience of your research team.

**Please, be brief as this point is just a concept note and not the full proposal.**

After you have completed this form please save it as **“Your last name\_SUARIS2\_Concept note\_Cluster\_x**

Concept notes must be received by the SUARIS secretariat in the DPRTC not later than **Friday, 13<sup>th</sup> August, 2021**. You will then receive an automatic notification acknowledging receipt of your submission. Principal investigators of projects short listed for development into full proposals will be notified by **15<sup>th</sup> September, 2021**.

### SECTION A: Checklist for eligibility assessment

#### PROPOSED RESEARCH

	Tick <input checked="" type="checkbox"/>
Project Leader and his/her official affiliation clearly identified	<input type="checkbox"/>
Idea clearly described	<input type="checkbox"/>
Work plan and tentative budget clearly indicated	<input type="checkbox"/>

#### RESEARCH TEAM

Abridged and signed CV of Project leader and key members of research team with their CVs signed to indicate consent with.	<input type="checkbox"/>
---	--------------------------

#### FOR OFFICIAL USE ONLY

CLUSTER:

#### ELIGIBILITY CRITERIA:

- |   |                          |
|---|--------------------------|
| 1. Project leader is an early career researcher/ junior academic member of staff or mid – career researcher | <input type="checkbox"/> |
| 2. Project has the potential for publications in peer reviewed journals                                     | <input type="checkbox"/> |
| 3. Project has innovative and scalable ideas  | <input type="checkbox"/> |
| 4. Project is relevant to the National goals  | <input type="checkbox"/> |
| 5. Project has the potential for solving societal problems  | <input type="checkbox"/> |
| 6. Project has the potential for commercialization or discovery   | <input type="checkbox"/> |

**SECTION B: SUMMARY OF PROPOSED RESEARCH IDEA****GENERAL INFORMATION****Research Cluster:****Research title:****Grant Category applied for:**

Location(s) in which research will take place

**PROJECT LEADER**

Name:

Postal Address:

Tel. number:

E-mail Address

Alternative Email address:

**AFFILIATION**

College/School/Institute:

Department:

**RESEARCH PROBLEM STATEMENT AND JUSTIFICATION**

*What is the problem for which funding is being sought, and why is it important? How do the targeted priority issues and concerns relate to Tanzania and/or district, region or zone of intended research site's agriculture and natural resources? How does the project relate to existing knowledge and capacity gaps?*

*(Insert here; not more than 1/2 page):*

**OBJECTIVES**

*(Insert here; not more than 1/4 page):*

**METHODOLOGY**

*Outline clearly the study design, methods and approaches of data collection, handling and analysis. The methods should be able to show explicitly how will the project objectives be achieved.*

*(Insert here; not more than one page):*

**TEAM COMPOSITION AND ORGANISATION**

*How will the team be led and organised to achieve the project objectives? How will potential risk be mitigated?*

*(Insert here; not more than 1/2 page):*

**OUTPUTS AND OUTCOMES**

*Clearly outline the outputs and outcomes that the project is expected to generate. Also show how the expected outcomes and outputs contribute to the National goals.*

*(Insert here; not more than 1/4 page):*

**DISSEMINATION AND COMMUNICATION**

*How will the expected outputs be disseminated and communicated to local, regional and international communities?*

*(Insert here; not more than 1/2 page):*

**MONITORING AND EVALUATION**

*How will the project's achievements be monitored and evaluated to ensure proper management and effective and efficient use of resources? What milestones will demonstrate progress and by which verifiable performance indicators?*

*(Insert here; not more than 1/4 page):*

**APPROXIMATE BUDGET**

*State the approximate or anticipated cost of the research. Only a relative magnitude is required at this stage. You will be asked to prepare and submit a detailed budget at a later stage, if the concept note is accepted.*

Cost element	% (Maximum allowed)	Total (TZS)
1. Field research Materials and equipment <sup>1</sup>	35%	
2. On Station Research Materials and Equipment <sup>2</sup>	10%	

<sup>1</sup> Costs for setting up and maintaining research activities **in the field** (outside researchers home station) including procurement of materials and equipment for the project activities, service costs for such equipment and materials, data collection and material analysis expenses. Include budget for establishment and maintenance of multi-stakeholders' forums where appropriate. Equipment shall include facilities for collecting, handling and processing data as well facilities for collecting, handling and processing applicable research materials and equipment.

<sup>2</sup> Equipment and materials for on station research project activities including laboratory and ICT equipment as well as on station demonstration.

3. Transportation and travel expenses for researcher(s) <sup>3</sup>	30%	
4. Project co-ordination. Office expenses and stationery <sup>4</sup>	5%	
5. Publication and communication <sup>5</sup>	20%	
<b>TOTAL</b>		

<b>PROJECT DURATION &amp; IMPLEMENTATION CALENDAR</b>	1 Year <input type="checkbox"/>	2 Years <input type="checkbox"/>	> 2 Years <input type="checkbox"/>

### SECTION C: QUALIFICATIONS AND EXPERIENCE OF RESEARCH TEAM

#### PROJECT LEADER

Family name:	Given names:
Highest qualification:	Job Title:
Institutional Affiliation:	

*Curriculum vitae: (Please attach an up-to date CV with the following information – Note more than 2 pages)*

#### Work experience

*(List all positions held, starting with the current position)*

#### Academic qualifications:

*(List all degree, diplomas or certificates held including when and where obtained)*

#### Awards:

*( List any awards, distinctions of professional designations you have received and which are relevant to this application)*

#### Funded projects:

*(List any grants or contracts that you have received/participated in the last five years starting with the most recent including on-going projects indicating your position i.e. whether team leader or not)*

#### Publications:

*(List your most recent publications in peer reviewed journals/ books and reports ( not more than 3)*

#### Other information:

*(Include any other information you feel is relevant to the application; for example, number of other concept notes in which you are proposing to be team member under SUARIS grant). Please note that one applicant is not allowed to submit more than one concept note as a PI, BUT may co-apply in at most 1 concept note. Thus, no person will appear in more than two concept notes. The PIs with the on-going SUARIS projects are NOT ELIGIBLE for this call.*

#### KEY MEMBERS OF THE RESEARCH TEAM

*For each member of the research team attach a signed abridged CV of not more than 2 page showing relevant top proposal research.*

Family name:	Given names:
Institution:	
Job title:	Highest academic qualification
Role in the Project/Responsibility	Highest qualification:
Family name:	Given names:
Institution:	
Job title:	Highest academic qualification
Project role/Responsibility:	
Family name:	Given names:
Institution:	
Job title:	Highest academic qualification
Project role/Responsibility:	

**Note: PLEASE DO NOT CHANGE ANYTHING IN THIS FORM**

<sup>3</sup> Costs incurred in facilitating movement of researchers to and from research activity areas. These will include transport expenses, vehicle hire, fuel and subsistence costs incurred or paid to researchers and support staff in conformity with approved institution regulations to undertake research activities

<sup>4</sup> Stationery used for production of research materials, communication expenses used for the project. Other costs in this category will include costs for facilitating collaboration with other institutions (exchange of materials, documents, movements, consultation and communication)

<sup>5</sup> Costs related to activities for promotion of the project results, e.g. preparation and production of scientific papers, dissemination materials, popular publication, product/innovation orientation seminars/result sharing workshop with stakeholders, and participation in other meetings.

## **Confidentiality Statement**

I ..... understand and agree that the screening of concept notes is confidential exercise and all information submitted to me in the process must be kept confidential.

I will therefore ensure the protection of such information is preserved and understand that:

1. Confidential Information will include: Invention description(s), technical and business information relating to research ideas and inventions, ideas, drawings and/or illustrations, research and development, finances and financial projections, regardless of whether such information is designated as “Confidential Information” at the time of its disclosure.
2. I will not disclose the confidential information obtained from the concepts notes/research proposals to anyone unless required to do so by law.
3. If any of the provisions of this statement is breached, administrative measures shall be instituted against me.

Name: .....

Signature: .....

Date: .....