

The Global Centre on Biodiversity for Climate

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# Research Grants Competition 2

## Project Concept Note Form



## Section A: Information about your organisation

Requested organisation information		Applicant entry field in the GCBC e-platform
<b>A1</b>	<b>Lead organisation name</b>	<i>The organisation that will hold / sign the grant funding agreement.</i>
<b>A2</b>	<b>Nature/type of organisation</b>	<i>Tick boxes, e.g. INGO, University etc.</i>
<b>A3</b>	<b>Description of the organisation's mission and activities.</b>	<i>Max 200 words</i>
<b>A4</b>	<b>Year established / registration</b>	<i>dd/mm/yyyy</i>
<b>A5</b>	<b>Registration number</b>	
<b>A6</b>	<b>Place / Country of registration</b>	
<b>A7</b>	<b>Registered address</b>	<i>Full address</i>
<b>A8</b>	<b>Telephone number</b>	<i>Tel:</i>
<b>A9</b>	<b>Organisation website</b>	
<b>A10</b>	<b>Number of employees</b>	<i>Full time equivalent in most recent year</i>
Contact person information for this Concept Note		
<b>A11</b>	<b>Contact person</b>	<i>Name, surname</i>
<b>A12</b>	<b>Job title / position</b>	
<b>A13</b>	<b>E-mail address</b>	<i>E-mail address</i>
<b>A14</b>	<b>Telephone number</b>	<i>Tel:</i>

## Section B: Summary information about the project

Requested information		Applicant entry field in the GCBC e-platform
<b>B1</b>	<b>Project name/ title</b>	<i>(Max 50-words)</i>
<b>B2</b>	<b>Alignment to GCBC triple themes:</b> <ul style="list-style-type: none"> <li>poverty,</li> <li>climate, and,</li> <li>biodiversity.</li> </ul>	<i>In one sentence please describe how the outputs of your project will support poverty reduction.</i>
		<i>In one sentence please describe how the outputs of your project will support climate change adaptation or mitigation.</i>
		<i>In one sentence please describe how the outputs of your project will support biodiversity.</i>
<b>B3</b>	<b>Region and Country of project implementation</b>	<i>Select all regions that apply through tick boxes</i>
		<i>List all country / countries in the free text box</i>
<b>B4</b>	<b>Anticipated RGC2 sub-theme/s the project will address</b>	<i>Tick boxes, select all that apply.</i> <i>A- Land/ Water Use</i> <i>B- Habitat / Species Conservation</i> <i>C- Sustainable Production and Consumption</i> <i>D- Biodiversity Potential</i>

		<p>E- Incentives F- Knowledge and Data G- Ecosystem Resilience</p>			
<b>B5</b>	<b>Duration-</b> anticipated timeframe of the project.	Tick box <12 months	Tick box 13-24 months	Tick box 24-36 months	
<b>B6</b>	<b>Indicate the anticipated total cost of the project</b>	Tick box £100-250k,	Tick box £250-500k,	Tick box £500-750k,	Tick box £750k- £1M

## Section C: Detailed information about the project

Requested information		Applicant entry field in the GCBC e-platform	Score / marks
<b>C1</b>	<b>Project summary</b> <i>Brief summary of the project aims and deliverables.</i>	<i>A succinct summary of what the project will focus on and what it will deliver. For approved project concept notes, the summary will be used in the GCBC project database and reports as appropriate. (Max 100 words).</i>	5%/5
<b>C2</b>	<b>Alignment to the GCBC RGC2 theme</b>	<i>Please provide a short explanation of how the project responds to and delivers against the specific theme of this GCBC competition: "Unlocking Nature...", taking account of climate resilience, sustainable management of biodiversity and improved livelihoods. (Max 250-words).</i>	15% /15
<b>C3</b>	<b>Context &amp; problem definition</b> <i>Describe the background and context of your project and describe the problem or evidence gap your project will address.</i>	<p><i>Please provide a succinct <b>summary of the context</b> for the project – for example:</i></p> <ul style="list-style-type: none"> <li><i>socio-political barriers and opportunities,</i></li> <li><i>economic barriers and opportunities,</i></li> <li><i>existing knowledge and research base</i></li> <li><i>recognised knowledge gaps, etc.</i></li> </ul> <p><i>Use this section to demonstrate the <b>strategic importance</b> of the project. Also include a short <b>problem definition</b>, highlighting the barrier that the project will address. For example, "A lack of successful examples of [X practices] has hampered the ability of [Y stakeholders] to achieve [Z outcomes]." (Max 500-words).</i></p>	10% /10
<b>C4</b>	<b>Research questions</b> <i>Outline the main research questions of the project</i>	<i>List the specific evidence gap / research questions with potential to provide change that the project will investigate. Please ensure these questions link to existing knowledge gaps and the project's problem definition. (Max 200-words)</i>	15% / 15
<b>C5</b>	<b>Indicative methodology</b>	<i>Describe the project methodology, with reference to the scientific methods that will be used. A high-level description of how the project will be implemented with early thoughts on the resourcing and partnerships that will be required to deliver the project. There should be a group of activities associated with each output of the project, the activities defining the action needed to accomplish each output. This section should also include any facilities or expertise already available to the investigator and / or collaborator which will be utilized in the implementation of the project.</i>	10% /10

<b>C6</b>	<b>Partners &amp; key stakeholders</b>  <i>Describe your intended partnerships for the project.</i>	<i>Please list your intended consortium partners and key stakeholder groups. For each proposed partner, please:</i> <i>a) describe what experience or expertise they will contribute to the project.</i> <i>b) select the organisation type (e.g. NGO, university etc.)</i> <i>c) list which country the organisation is from</i>	15% /15																																																
<b>C7</b>	<b>Project Outputs</b>  <i>Describe the expected project outputs</i>	<i>Indicate expected outputs from the project (e.g. management practices, policy briefs, toolkits, business models, case studies, scientific journal articles etc.) and what difference / impact the outcomes of the project will have. Please indicate the intended audience for these products, and how you intend to engage with relevant stakeholders to promote and disseminate your findings. (Max 250-words).</i>	20% /20																																																
<b>C8</b>	<b>Risks &amp; Assumptions</b>	<i>Describe the two main factors which may contribute to the project failing to achieve its objectives and how these risks will be mitigated. Also, include two important assumptions on external conditions or factors over which the project does not have control, but on which the accomplishment of objectives may depend. (Max 200-words)</i>	5%/5																																																
<b>C9</b>	<b>Financial summary</b>  <i>Indicative budget detailed by key budget costs (staff, overheads, equipment, travel, subsistence, miscellaneous) over project term by financial years.</i>	<table border="1"> <thead> <tr> <th>Year / Category</th> <th>2024/25</th> <th>2025/26</th> <th>2026/27</th> <th>2027/28</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Staff Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Travel &amp; Subsistence Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Equipment Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sub-contractors Cost</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Overhead Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p><i>Narrative - Costs should be maximum and indicative costs. Content of overheads should be specified. Capital expenditure should be explained. (100 words maximum)</i></p>	Year / Category	2024/25	2025/26	2026/27	2027/28	Total	Staff Costs						Travel & Subsistence Costs						Other Costs						Equipment Costs						Sub-contractors Cost						Overhead Costs						Total Costs						5%/5
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