



Funding Research for Sustainable Development

CONCEPT NOTES OUTLINE

UPSCALING FOR FOOD, NUTRITION SECURITY AND HEALTH RESEARCH PROJECTS

1. Call Reference Number

a. Reference number indicated on the advert and call guidelines.

2. Title of the project

a. Provide the title and Acronym(s).

3. Details of the applicant

a. Name of the applicant and institution, gender, email, telephone, age, county, indicate if you are a Persons with Disabilities (PWD); (the status and the type should be captured).

b. Collaborating institutions/ Industry player

4. Project summary

a. State the title of the previously funded project by the National Research Fund (NRF).

b. Briefly outline the problem, how the problem will be addressed and expected outputs, outcomes and impact (Maximum 150 words).

5. Project background

a. The relevance of the project to the economic development and the national agenda (Maximum 250 words).

6. Problem statement

a. Briefly state the problem that the project seeks to address (Maximum 200 words).

7. Justification

a. Briefly explain why it is important to address this problem. (Maximum 150 words).

8. Purpose and objectives

a. Briefly outline the purpose (Goal or overall objective) and the specific objectives of this project.

9. The scope (Maximum 200 words)

- a. The geographical area: national, regional or county level.
- b. Sector(s).
- c. The links to the project's goals, purpose, deliverables, and objectives.
- d. The cost.

10. Approach (Maximum 250 words)

- a. Consider the following;
- b. Gender equality and Inclusivity.
- c. Involvement of private sector industry.
- d. Policy relevance.

11. Methodology (Maximum 250 words)

12. Expected output, outcome and impact

- a. Indicate the direct results of the project's activities (Output).
- b. Indicate the improvement the project will make (Outcome).

13. Work plan

- a. Provide a tentative work plan indicating activity, timelines by whom and costs of the project's activities.

14. Budget

- b. Outline the costs associated with the project; personnel, direct research costs, equipment, supplies, and travel, among other costs (Tabulate)

Category	Amount (in Ksh)
Direct costs for undertaking research (Include but not limited to research equipment, consumables, essential infrastructure/upgrading systems development)	
Research output trials and technology transfer costs;	
Mobility costs (travel, accommodation and subsistence expenses) for project activities for professional and non-professional personnel not exceeding 20% of the total grant;	
Research management costs must not exceed 7.5%;	
Costs related to organizing acceptable seminars and workshops within the project;	

Capacity building, knowledge sharing, research uptake and dissemination.	
Monitoring and Evaluation	
Total	

15. Project Team

a. Profile of the team members.

16. Sustainability

a. Indicate how you will ensure that projects' outputs and benefits can continue after the project period.

b. Provide a clear plan on how you will sustain the project outputs and outcomes past the project period.

Evaluation Matrix

The evaluation will be done out of 100 % focusing on the following areas;

1. Background – 5 %
2. Problem statement – 5%
3. Justification- 5%
4. Goal and objectives – 5%
5. Approach- 5%
6. Methodology- 15%
7. Scope – 5%
8. Expected outputs and Outcomes- 15%
9. Workplan-10%
10. Budget- 20%
11. Project team composition – 5%
12. Sustainability – 5%