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***icipe*/BIOINNOVATE AFRICA**

**Template for Proposals November 2022**

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| ***Important Information***1. *Your proposal should not exceed* ***10 pages*** *including references.*
2. *Use Times New Roman font, size 12, normal margins (2.54cm for top, bottom, left and right margins), single spacing, portrait orientation.*
3. *Attach the following documents on the online application system:*
4. *A completed project proposal*
5. *A completed results matrix (See template provided)*
6. *A completed budget (See template provided)*
7. *Letter of support from the head of your organisation of affiliation*
8. *This Call is open until all available grants are awarded.*
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1. Abstract (*Maximum 300 words)*
2. Project title

The title of your proposal should be clear and concise. The title should relate to the technology, product, or service you are promoting. Avoid ambiguous titles (*Maximum of 12 words*)

1. Team members

List all project team members and their organisations of affiliation, starting with the Team Leader. State the role of each team member in the project. (*This should all fit on half a page*)

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| --- | --- | --- | --- | --- |
|  | **Name** | **Organisation** | **Country** | **Role in the project** |
| 1 | xxx | xxx | xxx | xxx |

1. Background

Explain the background to the development of your product (i.e., goods or services). Show its global and regional outlook and why you believe the product is important for eastern Africa. Explain if a similar product exists elsewhere, and the missing links or gaps your project intends to address.

1. Objective

State what you aim to achieve with your project.

1. Main Activities

Describe the main activities of your project, and the tools you will use to carry out the activities.

1. Innovation
2. Describe your product or service. Show with scientific evidence that it has passed proof of concept in the laboratory or field.
3. Explain what is new or unique about your product or service.
4. The need/problem
5. Describe the need or problem that that you are trying to address.
6. Describe the target group that is experiencing this problem and how your product or service will address their specific needs.
7. Link to business
8. Describe the likely customers (buyers) of your product or service, and where they are located.
9. Estimate the potential market demand of the product or service.
10. Explain how you and your team intend to commercialise the product/service or put the product/service to market as a business enterprise.
11. Environmental sustainability

Describe the potential contribution of your project to carbon emissions reduction, biodiversity conservation and ecosystem services improvement.

1. Gender considerations

Describe how your project addresses gender issues.

1. Ethical issues

Discuss the ethical implications of your project, and how you intend to address them.

1. Matching support

Describe the matching support (either in-kind or in-cash) that your organisation will provide to the project, the sources of the support and how these will benefit or add value to the project.

1. Budget

Provide the project budget using the template provided.

1. Reference

List your references.

**Links:** 1) [Budget Template (general budget template) – click to download](http://grants.bioinnovate-africa.org/documents/Bio%20Innovate%20Africa%20Budget%20Template-V8.xlsx)

2) [Matching Funds Template – click to download](http://grants.bioinnovate-africa.org/documents/Bio%20Innovate%20Africa%20Matching%20Funds%20Template-V8.xlsx)

3) [Results Matrix Template – click to download](http://grants.bioinnovate-africa.org/documents/Results%20Framework%20Template%2021%20November%202022.xlsx)

**Note: Please, refer to the detailed Call guidelines for detailed information on the above sections.**