

AGRICULTURAL INNOVATION PROGRAM Competitive Grant Proposal Submission Form

Guiding principle for template development. Keep the template as clear and as simple as possible to facilitate both application and assessment.

Depending on the size of budget envisioned, additional information might be requested, but the body length should still be held to 5 pages.

1. Eligibility

Preferably young scientists with PhD degree in relevant subject and two years postdoctoral experience, from agricultural research and education organizations.

2. Project length and budget.

Length should be upto two years (24 months) with budget not exceeding Five million Pak Rupees.

3. Collaborators

National Agri. Research/educational (Federal/provincial), international research partners and private sector R&D concerns.

4. Budget

Travel, Transportation, materials (chemicals and consumables), office supplies, Contractual Staff, Contractual Services, Indirect cost, Honoraria of Principal Investigator, etc.

Capital cost sparingly includes permanent research equipments etc. and should not exceed 20% of the total cost. Any construction is not covered by the grant program.

5. Reporting

Six monthly progress report on prescribed format-mandatory (Technical and Financial) with yearly in-situ review by technical experts and project's M&E team.



Proposal Elements

1. Cover page (one page)

1. Title of project
1. Date submitted
2. Location(s) of Activities
3. Name and institute with address, email, phone, fax etc. of project implementers and collaborators.
4. Project summary
5. Proposed length of activity
6. Budget total

2. Body of proposal (Up to 5 pages)

1. Overview
2. Goal of your activity
3. History.
4. Objectives
5. Outputs.
6. Workplan
7. Monitoring and Evaluation
8. Outreach
9. Budget detail

3. Appendices



1. Cover page

1. Title of project:
2. Date submitted
3. Location(s) of Activities
4. Name and institute of project implementers
List the lead collaborators for each institution involved (including any international collaborators) Give full address, email, cell, fax, etc,
5. Project summary
3-5 sentences. Indicate the problem being addressed, why it is important, summary of proposed approach and expected outcomes.
6. Proposed length of activity
7. Budget total

8. Body of proposal (up to 5 pages)

1. Overview

Clear statement of the problem and why it is important with evidence from literature giving extent or degree of damage, gravity of problem supported with data.

2. Goal of your activity (1 sentence)

3. History. (3-5 sentences)

Briefly indicate previous or other work (perhaps on-going) on the topic, why your activity adds to this, and why you (your institute and team) are well suited to work on the issue.

4. Objectives (3-5 bullet points)

3-5 objectives that will clearly and logically show how you will be aiming to reach your goal. Think of them as steps in taking a journey.

5. Outputs. (3-5 bullet points)



List one output for each objective. What will be the clear end product produced as a result of each objective indicating you have been successful?

6. Workplan

For each objective and matching output, indicate the set of activities planned. i.e.,

Objective 1. Output 1. Planned activities

Indicate what will be done (including techniques where relevant) to achieve the objective. It should be clear how this will lead to the targeted output. Include here any training or outreach activities for widened impact. Include a timeframe or Gantt chart if useful. Also indicate responsibility of each actor/collaborator.

7. Monitoring and Evaluation

How and what will be measured or monitored to indicate progress towards reaching the desired objectives. This will flow easily from the above, if the objectives, outputs and activities of the workplan are developed correctly (i.e., M&E says this is what we planned to do and achieve and this is what we did and have achieved). So each objective should have its relevant M&E section.

8. Outreach

Indicate how results be disseminated for further impact. If possible indicate impact pathway – the rout through which impact is going to be achieved and who else would be useful to make it.

9. Budget detail

S. NO	Object	YEAR-1	YEAR-11	TOTAL
1	<i>Establishment Expenses (only honorarium)</i>			
2	<i>Operating Expenses</i>			
3	<i>Capital Expenses*</i>			
	Total			

9. Appendices

As needed

