

Dear colleague,

We are now issuing a call for research proposals in the framework of our EDI (Economic Development and Institutions) Programme, Research Area 4 (RA4). As you know, EDI is ambitious in both developing a research agenda and in its overall non-research objectives, which include policy engagement and creating an institutional diagnostic toolkit. Accordingly, Research Area 4 prioritizes research that analyzes interactions between formal and informal institutions in relation to growth and development, and that pay special attention to policy implications.

The favoured topics that RA4 has emphasized since the beginning fall under the three following categories:

- **Institutions and Private Sector Development**
- **Bureaucracy, the Judiciary, and Development**
- **Culture, Gender, Clans, and Development**

Because our first call elicited a large number of proposals matching the last two themes, **we would like to give special emphasis to proposals addressing the first theme (Institutions and Private Sector Development) under the present call**, in other words a theme that is distinct from research purely focused on the private sector by exploring the interactions with formal and informal institutions. While proposals addressing State institutions or cultural/social dimensions are not ruled out, research projects falling into the first theme will get a disproportionate share of the available funds, controlling for quality of the proposal. Quality of the proposals will be assessed in terms of:

- Originality
- Methodological soundness
- Policy relevance
- Value for money/cost effectiveness, implying an evaluation of budget size relative to expected results and scientific/policy contribution

It must also be added that **preference will be given to proposals that deal with countries that are included in the priority list of countries of DFID**, the British Agency for International Development that provides the funds for the whole EDI programme (see the [32 countries](#) across Africa, Asia, and the Middle East).

In order to help you write your proposal, we provide you with a form (see RA4 Proposal Document) that you need to fill in and submit alongside other documents specified below to Jérémie Gross ([jeremie.gross@unamur.be](mailto:jeremie.gross@unamur.be)). The deadline for proposal application is **28 February 2018**, and the results of the selection process will be communicated in April 2018.

The amount of money that can be earmarked for a project varies from **£5,000 to £100,000**. The amount demanded will have to be justified so as to help the Selection Committee make duly informed allocation decisions. The money granted may not be used to remunerate the Principal Investigator (PI), yet may be used to hire research assistants, fund teaching buy-out, finance data collection expenditures and purchase datasets, cover travel and in-the-field accommodation costs, cover travel and accommodation costs entailed by visiting co-authors, and purchase equipment needed for data collection. **The maximum overhead allowed for host institutions is 15%**. Transfers between various budget items will be freely allowed.

The selection committee reserves the right to adjust down the requested amount for selected proposals and Oxford Policy Management (OPM) will undertake a financial and value for money assessment. Members of the selection committee are: Jean-Marie Baland, Kaushik Basu, Joan Esteban, Dilip Mookherjee, Jean-Philippe Platteau, Thierry Verdier and Chris Woodruff. OPM and DFID will review the final selection.

**Note that if your proposal is selected, you will enter into contact with Oxford Policy Management (OPM), which is the lead agency for the EDI programme.** The contract will be issued by OPM, which necessitates that you complete the following documents in line with DFID requirements.

**All applicants are therefore required to complete and submit the following documents by 28 February 2018** (see Annex 2 and available on the EDI website):

- Cover sheet (Annex A)
- Application form (Annex B)
- EDI budget template (Annex C)
- Budget narrative and commentary on value for money delivery according to the EDI guidelines (Annex D)
- Signed declaration of non-canvassing and non-collusive application (Annex E)
- Any relevant letters of support if working with a partner organization such as a university, NGO, consultancy or government

**Also be aware of the following additional points:**

1. Disbursement of the money committed will take place in stages linked to milestone delivery. For example, a typical project disburses: 20% for the concept note; 30% at mid-term reporting; 20% for the first draft working paper; 10% for the policy brief; and 20% after delivery of final working paper output. Flexibility exists to take account of individual research project circumstances.

2. Researchers are reminded that the terms of their award will detail the intellectual property of all outputs, giving DFID an irrevocable worldwide license to use all material produced through research, while allowing researchers to retain all intellectual property rights over that material.

All outputs from EDI research will be global public goods. All primary data collection funded by EDI will be anonymized and made publicly available on a selected data repository in accordance with DFID's Research Open and Enhanced Access Policy. For more information please see Annex F.

3. All papers will first be issued as Final Working Papers in the EDI WP series. Working Paper need to be completed before December 2021, after which the EDI programme is currently scheduled to end. Authors will then be free to publish their research output as they deem fit, but the possibility also exists for organizing collective publication in the form of books or special journal issues if that appears to be the most effective way of disseminating the corresponding findings.

4. Communication Outputs and Program activities: The EDI team has a communications team dedicated to disseminating research outputs. Research teams that receive funding from EDI are required to collaborate with this team from time-to-time and provide source content and approval for EDI-generated communications outputs including; policy briefs, video interviews, blog articles, and/or presentations. Attendance at applicable EDI-related workshops, seminars and conferences is strongly encouraged and any travel costs incurred in relation to the attendance of these events will be covered by the EDI program.

EDI has also developed specific branding guidelines for all research under the program, which will be sent to researchers upon contract award.

5. Please note that once the proposal has been selected by the selection committee, researchers or research teams will have to complete and submit due diligence forms in line with DFID requirements to OPM prior to contract awards.

Best regards,

Jean Philippe Platteau and Thierry Verdier  
on behalf of EDI

## Annex A: Cover Sheet

Type of Study			
<b>PRINCIPAL INVESTIGATOR</b>		<b>CONTACT (Email, Phone)</b>	
<b>CO-INVESTIGATOR(S)</b>		<b>CONTACT (Email, Phone)</b>	
<b>PI ADMINISTRATIVE CONTACT</b> <i>(optional, e.g. Research Manager)</i>		<b>CONTACT (Email, Phone)</b>	
<b>TITLE OF PROPOSAL</b>		<b>COUNTRY</b>	
<b>PARTNER ORGANIZATION(S)</b> <i>(add additional in an appendix)</i>		<b>CONTACT (Name, Email, Phone)</b>	
<b>SECURED OR SUBMITTED APPLICATIONS: CO-FUNDING FOR THESE RESEARCH ACTIVITIES OR RELATED WORK</b>			
<b>FUNDING SOURCE:</b> <i>(add additional in an appendix)</i>		<b>AWARD:</b> <i>identify secured or submitted, PI, Project Title,</i>	
Have you submitted this or a related proposal to <b>any other DFID funded programs?</b>		Have you submitted a proposal to <b>any other EDI research initiative?</b>	
<input type="checkbox"/> Yes If yes, when? and what program? <input type="checkbox"/> No		<input type="checkbox"/> Yes If yes, when? <input type="checkbox"/> No Initiative:	
<b>EDI FUNDING REQUEST</b>			
<b>REQUESTED</b>	£	<b>TOTAL SECURED CO-FUNDING</b>	£
<b>PROPOSED START DATE:</b> <i>(yyyy-mm-dd)</i>	<i>(earliest is 2017-04-01)</i>	<b>PROPOSED END DATE:</b> <i>(yyyy-mm-dd)</i>	<i>(latest is 2020-08-31)</i>
<b>INSTITUTION TO RECEIVE AWARD</b>		<b>CONTACT AT HOST INSTITUTION FOR CONTRACTING ISSUES</b> (Name, Email)	

## Annex B: EDI Research Area 4 Project Proposal

### 1. Submitted by

Name(s), affiliation(s) and email address(es) of the principal investigator(s). Please identify one corresponding principal investigator. Please also attach all relevant CV(s).

### 2. Project title

### 3. RA4 Thematic Areas (for which this is relevant)

### 4. Abstract

Briefly state the main question(s) the project addresses (within 150 words).

### 5. Broader Motivation

Explain how you expect the project research to contribute towards broader goals of the thematic area, and potential policy relevance (within 300 words).

### 6. Design

Please provide details on the proposed project design, method and context of the project. Please include information on whichever of the following is relevant: analytical component (models to be drawn upon or to be developed), relevant institutional details, data sources and empirical strategy (within 2000 words; add supplementary notes if absolutely necessary as an Appendix)

### 7. Policy Engagement

Please provide details on how the study will help policymakers better understand and address institutions-related development challenges? Is there indication that partners or involved stakeholders would be interested for evidence to inform their decision making? How will other implementers become aware of the results of this evaluation? Outline a detailed dissemination plan to engage policymakers from the outset and that goes beyond the usual presentations and meetings targeted at an academic audience. (within 500 words)

### 8. Budget

Please submit with your application a **Budget Justification Narrative** that describes budgeted costs, and responses to the following budget guidelines: **Declaring secured and immediately pending co-funding, Demonstrating Value for Money, Project Implementation Costs and Assets.** Please also complete the excel attachment outlining the detailed budget.

, in GBP in the budget annex. Please write a brief narrative

## 9. Timeline and Suggested Milestone schedule

Please provide details on the project timeline (in a gantt chart format), including start/end dates and milestones (research report/working paper/policy brief or summary for a broader audience which could be posted



## Annex C: EDI Budget Template

See EDI website [here](#).



## Annex D: EDI Value for Money Guidance

See EDI website [here](#).



## Annex E: Non-collusive and non-canvassing declaration

The essence of the public procurement process is that EDI shall receive bona fide competitive Proposals from all Applicants.

We, the undersigned, hereby certify that this is a bona fide Proposal and we have not nor has any other member of our supply chain:

1. Entered into any agreement with any other person with the aim of preventing Proposals being made or as to the fixing or adjusting of the amount of any Proposal or the conditions on which any Proposal is made whether in respect of this proposal; or
2. Inform any other person, other than the EDI Selection Committee of the amount or the approximate amount of the Proposal, except where the disclosure, in confidence, of the amount of the Proposal was necessary to obtain quotations for the preparation of the Proposal, insurance, performance bonds and/or contract guarantee bonds or for professional advice required for the preparation of the Proposal; or
3. Caused or induced any person to enter into such an agreement as is mentioned in Para 1 above; or
4. Committed any offence under the Prevention of Corruption Acts 1889 to 1916 or;
5. Offered or agreed to pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing to be done in relation to any other Proposal for this RFA; or
6. Canvassed any other persons in connection with this Proposal; or
7. Communicated directly with DFID, PSE, ADE, University of Namur, CEGA and OPM in work directly concerning this proposal, other than EDI Selection Committee. This includes any aspect of the RFA (without limitation) for the purpose of soliciting information or the transfer of related personnel into the employment of the Applicant.
8. We also undertake that we shall not procure the doing of any of the acts mentioned in paragraphs 1 to 7 above before the hour and date specified for the return Proposal.

In this certificate, the word “person” includes any person, body or association, corporate or incorporate and “agreement” includes any arrangement whether formal or informal and whether legally binding or not.

Signed X \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

## Annex F: Open Access to Data Policy

All costs for making data accessible should be borne by the research teams.

All outputs from EDI research will be global public goods.

All primary data collection funded by EDI will be anonymised and made publicly available and the research teams will be responsible for cleaning data and preparing public use data. Primary quantitative data generated by the Research Team will be archived in the public domain according to the following:

- Data shall be publicly archived when any one of the following criteria are met:
  - 24 months after completion of data collection;
  - upon publication of an academic paper in a peer-reviewed journal;
  - 12 months have passed since the end of the project.

The 24 months will be used for data cleaning (6-12 months), data coding, matching and consistency checks (6-18 months) as well as data analysis.

The team may appeal for an extension of the data release period of 24 months. Appeals are granted by the EDI Directorate on the following grounds: (1) documented delays in the editorial publication process or (2) personal circumstances related to parental, sick or compassionate leave of the key authors.

The data will be archived in a global public data repository, which the research teams may select. The data will be archived in user-friendly formats after data cleaning with essential documentation. However, the Research Team will not be expected to provide ongoing support for data users e.g. by providing a help desk for data-related queries.

This agreement to publicly archive data solely relates to primary quantitative data collected using funds from EDI. In particular, it does not constitute an undertaking to archive external datasets that may be used for analytical outputs in combination with primary data generated by the project. This includes, for example, administrative data on student achievement, personnel data or administrative data on program implementation. The copyright for these external data rests with the agencies responsible for their generation and any agreements that the EDI Research Teams enters for permission to utilise them as supplementary information for research are expected to be non-transferable.

All data will be anonymised prior to public archiving to avoid the identification of individuals or institutions.

The Research Team will also not be required to anonymise raw qualitative data due to the high burden of anonymization.

However,

1. fieldwork instruments, manuals and data capture forms shall be publicly archived by 24 months after completion of data collection or upon publication of an academic paper or 12 months after the end of the project.
2. details of the analysis process shall be publicly archived by 24 months after completion of data collection or upon publication of an academic paper or 12 months after the end of the

projects. This includes software and approach, data structures developed (such as nodes and frequency of their mention)

3. Within the EDI Research team, the full qualitative dataset has to be shared. The Research team can put certain non-disclosure obligations on EDI partners wishing to gain access to the qualitative dataset, so as to safeguard protection and anonymity of respondents.