

WAAVP-AN Research & Capacity Building Grants

GUIDELINES FOR PREPARATION OF FULL PROPOSAL

The following guidelines for preparation of Full Proposal are intended to assist the applicants in responding to the Call for Proposals for the WAAVP-AN Research and Capacity Building grants. Below is an outline of the format for the Full Proposal and the accompanying explanations for the purpose of individual sections and their content.

The full proposal must be written in Times New Roman font, size 12, line spacing of 1.5, margins normal (2.54 cm for top, bottom, left and right margins) and portrait orientation. It should not be more than ten (10) pages and must follow the outline below.

For further details, please refer to Section 2.6.1 of the Call for Proposals document.

1 Project Information/Summary

Lead applicant's name and institution	
Co-applicants names and institutions	
Project Title (<i>Maximum 20 words</i>)	
Project start and end year	
Total Budget requested	
Required funding period (<i>Maximum 2.5 years</i>)	

1.1 Project Abstract (*Maximum of 250 words*)

Clearly outline in summary, the problem, intervention(s) by the project and the expected outcome(s).

2 Details of the Research

2.1 Potential/Expected Impact (*Maximum 400 words*)

Outline the envisaged measurable impact of the project.

2.2 Problem Statement (*Maximum 250 words*)

Clearly outline the problem(s) and the interventions that the project envisages providing.

2.3 Rationale and Literature Review (*Maximum 1200 words*)

A thorough but summarized literature review should be provided highlighting the context of the project. The literature review should explicitly illustrate the broader problem, studies that

have been done in relation to the problem and the gaps that exist, hence the rationale of the project. Relevant citations should be provided, and a reference list provided as an attached annex.

2.4 Aim and Objectives

Provide the aim of the project and the objectives which must be SMART. For each objective, indicate a brief description of the approach that will be used, and where applicable state the specific objectives to be achieved. The specific objectives should be SMART.

2.5 Methodology and Work Plan (*Maximum 1000 words for methodology*)

Provide a summary of the methods that shall be used to achieve the stated objectives. Each objective should have its methodology clearly outlined. For detailed specific procedures/methodologies, please provide such as attached annexes. The work plan should also be provided as an attached annex.

2.6 Capacity Building

Do you have any capacity building component for the project including but not limited to student training (MSc, PhD) or any other training for capacity development? Please outline the levels of training to be provided and the skills that the trainees will acquire in the context of improving animal parasitic disease control in Africa. Where applicable, outline the mentorship plan/approach to be adopted by the project.

2.7 Expected Outputs

Outline the expected outputs from the project including but not limited to:

- Publications (provide the expected number of publications and the anticipated titles of the manuscripts).
- Conference presentations (provide the anticipated number of conference presentations to be made per year at national or international levels).
- PhD/MSc theses (provide the expected numbers for each).
- Possible Patents (vaccines/drug candidates, diagnostic tools, disease prediction tools, disease control manuals etc.).
- New knowledge (provide the expected new knowledge to be generated).
- Capacity building (provide the level of training, participants and the expected skills to be acquired)

2.8 Alignment to WAAVP-AN strategic priority areas (*Maximum 300 words*)

Outline how the project aligns to the key strategic priority areas of WAAVP-AN on animal parasitic diseases control on the African continent.

3 Project Risks and Mitigation Strategies

Analysis of risks (institutional, financial, procurement) identified which may affect the delivery of the project, including country political and economic contexts. Analysis of potential implementation risks that may require some attention, e.g., non-availability of high-quality staff etc. Mitigation strategies should be elucidated.

Submission of Full Proposal

The full proposal and the annexure must be sent to the WAAVP-AN Secretariat (via the application link on the website) by the lead applicant with a signed covering letter bearing the letterhead of the lead applicant's organization/institution. The full proposal including the annexures (methodology, work plan, references, ethical clearance, letters of support) must be submitted in One Zip Folder - named "Full proposal".

Attachments

Please provide the following as attached annexes: Detailed Budget, Results Framework & Monitoring Plan (Results Matrix), Work Plan, Risk Management Plan, Ethical clearance (where applicable), References, Resumes of project team members, Letters of support from the affiliate institutions and/or relevant competent authorities. Please refer to Section 2.6.1 of the Call for Proposals document for details.