Call for Proposals for a
CGIAR GENDER EQUALITY IN FOOD SYSTEMS RESEARCH PLATFORM

Date of Issue: 5 April 2019
Contents

1. Call for proposals
2. Criteria for assessment
3. Timetable for proposal development, review and endorsement

Submission of Proposals

- Proposals **must be submitted** by not later than 6pm, local Montpellier, France time on Tuesday **2 July 2019** via crp-proposals@cgiar.org. Late proposals will not be considered.

- Proposal submissions **must include** 3 documents:
  1. **Cover letter from the Director General of the hosting Center** (not longer than one page)
  2. **Full Proposal 2020-2024** (PDF, including budget narrative)
  3. **Gender Platform Budget** (excel file)

- To facilitate on time review, **proposals must adhere** to the requirements and template length set out indicatively in this call for proposals document.

- All enquiries on proposal submission **must be made in writing** to crp-proposals@cgiar.org. The System Organization will endeavour to provide a written response by not later than 2 working days after receipt of the enquiry. All enquiries will be registered in an 'accountability matrix' and shared with all Centers on a timely basis.
1. Call for proposals

Pursuant to a decision taken on 2 April 2019 and building on the work of a reference group and with support and strategic guidance from its two Gender Champions, the System Management Board issues this call for proposals to CGIAR Centers. The submission deadline is 2 July 2019 (refer section 3).

This section 1 sets out the essential elements of any submission in response to this call for proposals. Information in this Call for Proposals on maximum number of pages is a requirement, and not optional guidance. Submissions should be provided in not smaller than Calibri 12pt single spacing (or equivalent).

Title of Platform. Gender Equality in Food Systems Research Platform

Rationale and scope. [Max. 4 pages text]

1. The proposal should articulate the strategy for a Platform that addresses the vision, goal, strategic and operational objectives and outcomes outlined in the business case and including:
   
   a. Proposed activities to elevate and strengthen gender integration within the research of CRPs, Centers and other CGIAR Platforms and embedding of culture change
   
   b. Proposed strategic research to close global evidence gaps on women’s empowerment in agriculture and to influence the broader agriculture research for development ecosystem
   
   c. Consider building current CGIAR gender equality research initiatives, and articulate clearly where there is a proposed deviation and the reasons for this

2. Demonstrate CGIAR as a clear steward of its gender research work through this Platform.

3. Identify competitive/comparative advantage of the CGIAR Center which as the Lead Center would carry overall fiduciary and program responsibility for the Platform vis-à-vis the System Organization, as well as the other CGIAR Centers which would work as significant implementing partners.

Platform structure and arrangements. [Max. 2 pages text]

4. Describe arrangements for hosting of the Platform, noting:

   Principle: Preference for hosting in a multi-Center location (not necessarily in Lead Center headquarters)

   Requirement: The Platform shall be hosted by a CGIAR Center

5. Describe how the Platform will be structured and arrangements for its activities, noting:

   Principle: Arrangements for the Platform’s activities may follow current CGIAR Platforms’ use of a modular approach or adopt another approach that supports the strategic and operational objectives outlined. Intended arrangements should be clearly articulated in the proposal and should maximize involvement of other CGIAR entities.
6. **Describe the interface of this Platform with other CGIAR programs and platforms.** Without limitation, describe the opportunities to leverage the Big Data in Agriculture Platform (‘Big Data’) to substantially progress the objectives of the Platform, and transform CGIAR’s gender equality in research agenda.

**Impact pathway and contribution to theory of change of CGIAR.** [Max. 1 page text]

7. **Describe how the Platform outputs will be provided to CGIAR and other users to contribute to overall CGIAR outcomes, and how those impacts will result.**

**Capacity development.** [Max. 1 page text; link to more detailed annex]

8. **Provide a Capacity Development strategy as it applies to the Platform with proposed activities.**

**Platform leadership, management and governance.** [Max. 2 pages text]

9. **Describe the scientific leadership, how the Platform will be managed and how to will be effectively linked to overall arrangements for governance in CGIAR, noting:**

   **Principle:** The Platform will have an advisory body with a balance of perspectives from within CGIAR and from outside.

   **Requirement:** The Platform Director shall be a senior-level position with substantial gender expertise.

**Business case.** [10 pages text]

The proposal should describe the capabilities of the Platform proposed, identifying several clear, measurable, high-level objectives which justify its establishment, and should include:

10. A statement of the **overall rationale** for a Gender Equality in Food Systems Research Platform for CGIAR [Max 1/2 page text]

11. A statement of the **relevant expertise and track record of institutes and key personnel** who will be involved and how this expertise will be maintained over the Platform implementation period [Max. 1 page text, linked to an Annex with CVs],

12. A statement of how **access** to materials, site, services and networks will be carried out, supported and maintained. [Max. 1/2 page text]

13. A description of the **interactions between the Platform with users**, beneficiaries and other key institutions and how these will be maintained. Outline specific mechanisms for engaging gender researchers. [Max. 1 page; cross CRP collaborations listed in an Annex]
14. **Adherence to key CGIAR Policies.** In particular, explain adherence to CGIAR’s principles and guidelines regarding Intellectual Asset management, and Open Access management [Max. 1 page; links to Annex with specific objectives for data and IP management]

15. **Communication strategy.** Explain communication strategy for the Platform. [Max. 1 page; link to annex as needed]

16. **Risk management.** Describe risks to Platform function and sustainability, relative to the [CGIAR System Risk Management Framework](#), and the [CGIAR System Risk Appetite Statement](#), and how strategic opportunities may be maximized, and negative risks mitigated or addressed. [Max. 1 page text]

17. **Monitoring and reporting.** Explain how the Platform will ensure robust mechanisms for monitoring and reporting at the System-level, including complying with reporting requirements for Platforms (e.g. key metrics/indicators of success; measurement plan; learning agenda). [Max. 2 pages text]

18. **Resource Mobilization strategy.** Outline additional fundraising to be undertaken by the Platform, plus possible mechanisms for using funding to support wider gender research across CGIAR. [Max. 2 pages text]

**Budget narrative summary.** [Max. 8 pages text]

19. Fill out the Platform budget template (excel) at Platform and Module level. If there are enquiries on completing the budget template, please direct those to [crp-proposals@cgiar.org](mailto:crp-proposals@cgiar.org) and additional guidance can be provided.

20. Describe as part of the Proposal narrative, the cost structure, expected sources of budgetary support for the Platform, and necessary planning for its sustainability. Use the elements of the excel template to provide that narrative.

Note that a Guidance document on the Platform Budget Template will be available on the CGIAR website along with the call for proposals on both:

- the [Research Portfolio page](#);
- the [Gender page](#)
2. Criteria for assessing the CGIAR Gender Equality in Food Systems Research Platform

Pursuant to the Terms of Reference of the ISDC approved by the CGIAR System Council on 4 October 2018, the ISDC will moderate a proposal review process to be undertaken by external subject matter experts.

Note: Evidence required to assess each criterion in brackets (provided by CGIAR’s Independent Science for Development Council, 2 March 2019)

1. Relevance

1.1 The extent to which the Platform objectives are aligned with the agreed outcomes in the current CGIAR Research Programs (‘CRPs’), and hence value will be added to the CRP portfolio and external users. *(In addition to listing the objectives, evidence should be provided of the specific demand from the CRPs and existing platforms as appropriate and the expected areas where value will be added)*

1.2 Comparative and competitive advantage of CGIAR and partners and ability to deliver on the core objectives of the Platform. *(Evidence should include a summary of the state of the art in the area, referenced material on socially relevant research questions (with context) and any lessons learned from the research undertaken in the Policy, Institutions and Markets Flagship).*

1.3 Appropriate choice of partners. *(Evidence to include such elements as the underlying strategy and advantages of partner choices, recognition of particular strengths and weaknesses—and how these will be addressed as well as evidence of past, successful collaboration, if applicable.)*

2. Scientific Credibility

2.1 The credibility of the team. *(Evidence to include professional skills, relevant working experience, gender representativeness and capacity of the proposed lead and assigned researchers as well as partners and collaborators to deliver fully and in a timely manner on the proposed activities which should show key research publications, innovations and development outcomes related to gender equality and food systems research).*

2.2 Mechanisms for assuring the quality of data and of science, their storing and sharing. *(Evidence to include approaches to data collection with rationale for their selection, and for ensuring data curation and its utility for sharing; the adequacy of the plans for engagement with the research community; adequacy of linkages to other institutes and providers; the quality and efficiency of platform arrangements, outputs and services).*

2.3 Credibility of the proposed outputs. *(Evidence to include the types of analyses, including methodological approaches, which will be undertaken for dissemination to users, particularly within CGIAR).*
3. Legitimacy

3.1 Governance and management. *(Evidence that the leadership, management and governance arrangements appropriate to CGIAR responsibilities for ethical considerations, inclusivity, stewardship and international public goods (‘IPG’) use, including for partnership management and fair distribution of funds).*

3.2 Engagement with stakeholders is based on a principled and value-driving model that embraces true diversity as a key enabler of functional agri-food systems. *(Evidence from description of communication strategy to stakeholders including reference to expected degree of engagement with national partners).*

4. Effectiveness

4.1 Strengthening of CGIAR delivery on gender equality research. *(Evidence from the processes proposed to act as a convener across the System on gender research and engaging with the different elements of the System and indicators that will be used to measure how gender thinking is being embedded in the work of other CRPs).*

4.2 Global leadership with transformative impacts. *(Evidence from activities proposed for interacting with the international community of gender researchers focusing primarily on agricultural research).*

5. Budget

5.1 External reviewers will be asked to comment on whether the budgeted items are justified and reasonable, and whether the proposal represents overall value for money.
3. Timetable for call, proposal development, review and endorsement

The schedule agreed by the System Management Board meeting in its 13th meeting currently entails:

a. **5 April 2019** – Issue of System Management Board approved call for proposals (12 week development framework)

b. **Tuesday 2 July 2019** – Proposal submission deadline

c. **By 31 July** – Proposal assessment process by external independent assessors as moderated by the ISDC

d. **By 31 August** – Possible proposal re-submission period (if required), and explanatory memo addressing proposal assessment comments

e. **By 16 September 2019** – Submission of documents for 14th System Management Board meeting

f. **2-3 October 2019** – 14th System Management Board Meeting, for possible endorsement of recommendation to the CGIAR System Council

g. **By 28 October 2019** – Submission of documents for 9th System Council meeting

h. **12-13 November 2019** – 9th System Council meeting, and consideration of approval of proposal and upper ceiling funding request for the period 2020-2021 period (to tie with the inaugural business plan period that ends in December 2021)

i. **1 January 2020** – implementation period commencement date (targeted)