

Application Instructions

Valuing the Ecosystem Services Provided by Mangroves in Bangladesh

Planning grant concepts must be written in English and follow the attached format. These guidelines and application forms can be found at www.winrock.org/JDR.

The deadline for applications is **December 22, 2013**. Late or incomplete applications will not be accepted. The JDR 3RD Scholars Program reserves the right to fund any or none of the applications submitted.

Planning grant concepts should be submitted via e-mail to Winrock International at crelgrants@field.winrock.org.

Timeline

Planning grant concepts due:	December 22, 2013
Planning grants awarded:	January 14, 2014
One-year grant proposals due from the planning grant winners:	February 13, 2014
One-year grant awarded to one winning team:	March 30, 2014

Questions?

If you have questions about the application process, please e-mail crelgrants@field.winrock.org or call +880 9858401, 9858079, 9858409, Ext-213

Planning Grant Concept Format

All planning grant concepts must be written in English and follow the format below. Concepts are limited to five (5) pages (in Arial font, size 11, single line space). The one-page cover sheet and required attachments are excluded from the 5-page limit.

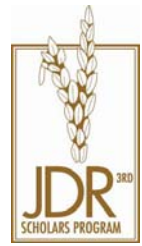
Cover sheet. Please fill out the cover sheet form on the next page.

Planning grant concept.

- ❑ **Background** – Describe the context and issues underlying the concept, and the applicant’s research experience relevant to this research project.
- ❑ **Planning grant activities and schedule** – Describe the proposed use of US \$1,000 planning grant, emphasizing how the planning grant will contribute to forming a high-quality, multi-disciplinary team, and developing a one-year research proposal.
- ❑ **Anticipated research focus** – For purposes of the planning grant, please give us as much information as possible on your likely focus and approach, with the understanding that it will be further developed once your team is complete. For example, you may wish to discuss your approach to specific research questions and/or research methodologies, such as integration of social and natural sciences, participatory approaches, etc.
- ❑ **Policy influence** – Briefly discuss how the concept expects to achieve broader policy results through engagement of key decision makers (for example, in defining the research questions, data collection, and/or analysis).

Required attachments. Please include only the following attachments:

1. **One-page personnel summary.** Provide one page with a one-paragraph biography of each key person (Principal Researcher) proposed in the planning grant, including language skills and other commitments for 2014. Include 1-2 sentences explaining each person’s role and how his/her background and skills are relevant to the proposed research.
2. **Letter of Recommendation.** A letter of recommendation on the letterhead pad, signed by the Applicant’s institutional/university Head of Dept.
3. **CVs.** Provide a curriculum vitae (2 pages maximum) for each key person (lead and partnering principal researchers) involved in the planning grant.
4. **Planning grant budget.** Please fill in the planning grant budget template provided. Total budget requests may be up to US \$1,000 for the period January 14 – February 13, 2014.
5. **Writing sample.** Provide a sample write-up on a topic related to the proposed concept (up to 5 pages).



Planning Grant Concept Cover Sheet
(All applicants must submit this form –1 page maximum length)

Title of proposed concept:

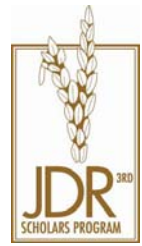
One paragraph description of concept:

Lead Principal Researcher (The planning grant recipient will assume the main responsibility for the technical and administrative coordination of the planning grant.)

Name of Lead Principal Researcher:	
Title of Lead Principal Researcher	
Name of Lead Principal Researcher's organization:	
Street address:	
City:	
Postal code:	
Phone number:	
Fax number:	
E-mail address:	

Partnering Principal Researcher(s), if any (up to three may be listed)

Name(s), title(s) and organization(s) of Partnering Principal Researcher(s):	Address of Partnering Principal Researcher(s):	E-mail address, Phone and Fax number of Partnering Principal Researcher(s) :



Planning Grant Budget Template

Name of Lead Principal Researcher:

Please show all figures in BDT.

LINE ITEMS	NOTES, if any (use ref. number and list below)	UNIT COST	UNITS	TOTAL
I. SALARIES (Provide DAILY RATE and estimated number of days for each person)				
1.				
2.				
3.				
4.				
TOTAL SALARIES				0
II. TRAVEL				
A. Regional				
1. Airfare				
2. Per diem				
3. Associate travel expenses (taxis, etc.)				
B. National				
1. Airfare				
2. Per diem				
3. Associate travel expenses (taxis, etc.)				
TOTAL TRAVEL				0
III. OTHER DIRECT COSTS/ODC (please list, for example: translation; office supplies; communications; meeting costs; etc.)				
1.				
2.				
3.				
4.				
5.				
6.				
TOTAL ODC				0
TOTAL ESTIMATED COSTS (not to exceed US \$1,000)				0

List Notes:
