



Call for Applications: INGSA Asia Grassroots Science Advice Promotion Awards 2020

Background

The INGSA Asia Grassroots Science Advice Promotion Awards is an opportunity for INGSA Asia workshop alumni to share their newly gained insights on science advice to their fellow scientists or policy makers back in their home country. INGSA Asia will be awarding seed grants to approximately 4 alumni; with each grant ranging between €500-800. The grants will be awarded to high quality, well-outlined proposals that are realistic in both scope and costing where the proposal must be based upon running a workshop to promote science advice. Funds will be available to support the costs of running a workshop on science advice in their institution or community. The Chapter will also try to send an expert in science advice to the selected workshops to provide support as a facilitator.

Objectives

- To serve as a “seed fund” for alumni of INGSA Asia Science Advice workshops to promote science advice in their own home country;
- To promote science advice at grassroots level;
- To build a stronger relationship between the INGSA Asia Chapter and their alumni.

Eligibility criteria for the award

1. Applicant must be an alumni from previous INGSA Asia Science Advice or Grassroots workshops held in Malaysia, India, Philippines, Pakistan, Indonesia or Bangladesh. Each applicant can submit only one application.
2. Seed grants must be used to run a workshop (sometime between June and September 2020) that could promote science advice in the country. The workshop shall be a

thematic workshop to discuss specific topic or issues (eg. science advice in disaster mitigation, science advice in gene editing, etc.). Contemporary themes are actively encouraged.

3. Proposals should clearly state the plan to maintain the sustainability of the projects in the long run.
4. The chapter will **not** fund projects where the primary benefit is to the applicant or to any one individual.
5. The chapter will **not** fund projects that influence the outcome of any specific elections for candidates to public office, inducing or encouraging violations of law or public policy or causing any improper private benefit to occur.
6. The chapter will **not** fund the following specific costs:
 - Scholarships, training fees or travel fees for one person to attend training;
 - One-off events that do not have a clear ongoing impact on your work or the issue your work addresses;
 - On-going operating expenses for existing projects (e.g. ongoing office supply expenses, rental costs, bills, etc.);
 - Purchase of computers, tablets, or other technology/equipment;
 - Payments to the applicant or a member of the applicant's family for their time or services.

Application process (Timeline)

- **15 April 2020:** Deadline to submit proposals to promote Science Advice in their home country.
- **16-30 April 2020:** Review of proposal by INGSA Asia Executive Committee and INGSA Secretariat to select suitable proposals based on the evaluation criteria.
- **4 May 2020** Successful Awardees will be informed.
- **June – September 2020** Commencement of respective workshops (considering COVID-19 risk implications)

Evaluation criteria of proposals

- a. Clarity of the objectives
- b. Potential impact of the project
- c. Effectiveness of proposed dissemination of results

- d. Ability to obtain external co-funding
(could be in-kind contribution, e.g. use of facilities at institution etc.)
- e. Overall proposal clarity, organization and completeness

Reporting and acknowledgement

Award recipients are expected to maintain contact with the INGSA Asia Regional Programme Officer (RPO) who will be available throughout the project to support the administration of the funds. Award recipients will be responsible to submit a workshop completion report within 2 months after the completion of the project. The report must clearly state how the funds were spent and whether the objectives and expected outcomes of the project were met. Recipients are also required to publish/disseminate a report/action plan/framework/guideline as an outcome of the workshop.

Proposal Guidelines

The final proposal must be written in English. Please submit the proposal to INGSA Asia RPO, Esther Erin at esther.erin@council.science by the **15th of April 2020**.

Please keep the length of the proposal to approximately 2,000 words or under (excluding budget, CVs and other appendices). If at any time you have general questions regarding the proposal guidelines, please contact the INGSA Asia RPO. The proposal should include:

- a. **Project Background**
- b. **Objectives**
- c. **Intended Stakeholders/Partners**
(Include all interest groups and how they will benefit from your project Objectives)
- d. **Expected Outcomes**
- e. **Itemised Budget** (refer to next section)
- f. **Ethical considerations**
- g. **Dissemination Plan**
(Indicate how the results of this project will be communicated to target stakeholders and, if relevant, how the event will involve stakeholders in the refinement of project outcomes)
- h. **Time Frame**
- i. **CV of applicant and co-applicants**
- j. **Other Appendix Items** (e.g. letter of support by host institution or partnering organisation)

Itemised Budget

Please show the entire costing of the workshop even if you are asking the Chapter to consider supporting only a fraction of that cost. The budget should be calculated and presented in Euros. Please refer to the suggested format below.

| Items | Description | Amount Requested from INGSA Asia | Amount from other sources* | Proposed Amount |
|--------------|-------------|----------------------------------|----------------------------|-----------------|
| I. | | | | |
| | | | | |
| Sub-total | | | | |
| II. | | | | |
| | | | | |
| Sub-total | | | | |
| III. | | | | |
| | | | | |
| Sub-total | | | | |
| TOTAL | | | | |

*Please state the name of the foundation(s)/donor(s)/institution(s) which have either been contacted or have agreed to provide funding.