



Bioresources Innovations Network for
Eastern Africa Development (BioInnovate)

**Bio-resources Innovations Network for Eastern Africa Development (*BioInnovate*)
Program**

***Second Call for Concept Notes
on***

Innovation Incubation and Promotion of Targeted Value Chains

and

Bio-resources Innovation Policy and Sustainability Analysis in Eastern Africa

Deadline for receipt of Concept Notes is January 31, 2011

BioInnovate Program Management Office

ILRI, Nairobi, Kenya

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1. Background

Biolnnovate is a new, multidisciplinary, competitive funding mechanism for biosciences and product orientated innovation activities in Eastern Africa. It is supported by a grant of SEK 80m (USD 10.7m) from the Swedish International Development Cooperation Agency (Sida) over the 5 year period 2010-2014: www.bioinnovate-africa.org. Sida also granted an additional fund SEK 10M (USD 1.3M) for projects targeting climate change adaptation from the first Call for Concept Notes on “*Adapting to Climate Change in Agriculture and the Environment in Eastern Africa.*”

Building on previous investments, achievements and experiences from the Sida-supported BIO-EARN Program and other regional initiatives, the Biolnnove Program focuses on delivering research products through biosciences innovation systems involving a broad sector of actors, including scientists, private sector, NGOs and other practitioners.

The Biolnnovate Program has adopted an innovation systems approach to explore (1) how knowledge, products and processes generated from research for development can be used more effectively in efforts to promote sustainable growth and transformation of the agricultural and environmental sub-sectors, from primary production to value addition, (2) the nature of the partnerships needed, and (3) the enabling conditions that are required for the out- and up-scaling of innovations. By innovation we mean the use, adoption, uptake or commercialization of existing product and or technology.

The Biolnnovate Program supports projects that will use bioscience innovations in practice for putting research into use through technology incubation and promotion of targeted value chains (theme 3); and Bioresources innovation policy and sustainability analysis (theme 4) in Eastern Africa. Strong emphasis in the selection criteria (as described in Section 4 below) will be given to regional approach targeted up- and out-scaling innovation activities as well as activities aiming at innovation policy and sustainability analysis, the active involvement of entrepreneurs, market actors and practitioners; and to proposed projects that are mobilizing matching funds from market actors, governments and/or finding potential co-financing from other donor agencies.

The Biolnnovate Call for Concept Notes is a two stage process of submission and review of Concept Notes, followed by invitations for full Proposals. Full proposals will be developed by successful consortium from the second call for concept notes within the region that are led by public and/or private entities (including small scale enterprises and NGOs) in one of the six Biolnnovate participating countries of Burundi, Ethiopia, Kenya, Rwanda, Tanzania and Uganda. The lead entities from the region may seek, and are encouraged, to include other regional and/or international partners, within or beyond the eastern Africa region, as partners in the proposed project. Principal investigators/lead institutions will be selected from the consortium with strong track record of up-and out-scaling innovations and or creating relevant institutional or bioresources policy change for the promotion of science and technology for the benefit of the farmers/end users.

The Biolnnovate Program is co-located together with the BecA- Hub in IRLI in Nairobi. This is a shared research platform where African scientists are applying modern biosciences to seek solutions to some of the continent's pressing problems in food security, environmental sustainability and responding to the challenges of climate change. Biolnnovate will work closely with the African Union New Partnership for Africa's Development (AU/NEPAD) Planning and Coordinating Agency (NPCA) and Eastern Africa Councils/Commissions for Science and Technology in strengthening regional collaboration in science and technology, to enable the continent to adapt the rapid advances and promises of modern biosciences. The Program builds on AU/NEPAD Consolidated Plan of Action for Africa's Science and Technology and the Comprehensive Africa Agriculture Development Program (CAADP).

1.1 BioInnovate Vision and Key result areas

The BioInnovate Program will deliver results in five areas, each with a number of activities that will be implemented over a period of five years. These key result areas are:

- (1) Strategic Eastern Africa crop innovation systems, strengthened to improve productivity and enhance food and nutrition security in the region. This area will generate innovations to enhance crop diversification, improve crop adaptability to the consequences of climate change, and better manage crop productivity constraints.
- (2) Innovations on sustainable waste treatment and to secure freshwater resources promoted in the region. This strategic area will generate efficient and effective bioscience innovations for waste management and environmental clean-up, agricultural by-products utilization for bio-energy to mitigate climate change, and sustainable use of water resources;
- (3) Eastern Africa innovation systems catalyzed to deliver agricultural, environmental and industrial innovations that stimulate sustainable transformation, utilization and productivity of the Region's bio-resources. Technology incubation and other mechanisms for putting research into use by communities and industry will be developed and operationalized;
- (4) Innovation policies for sustainable harnessing of bio-resources developed and promoted. The BioInnovate Program will support policy analysis studies to provide decision support tools for investment, promotion and management of bio-resource innovations in Eastern Africa; and
- (5) An enabling mechanism for mobilization, catalysis and nurture of a strong bio-resource and science-led economic growth agenda for Eastern Africa strengthened and operationalized.

The Bio-Innovate Program will use modern bioscience in practice to improve crop productivity and resilience to climate change in small-scale farming systems (Theme 1), and improve the efficiency of the agro-processing industry to add value to local bio-resources in a sustainable manner (Theme 2). Bio-Innovate will be user-, market- and development-oriented in order to make a difference on the ground, in supporting poverty alleviation and sustainable economic growth.

1.2 Bio-Innovate Program thematic areas

A central objective of the Bio-Innovate Program is to build functional innovation consortia able to take bioscience R4D and innovations to the market. The Bio-Innovate niche is characterized by a focus on the applications of bio-resource innovations to support sustainable growth and transformation of the agricultural and environmental sub-sectors from primary production to value addition, while enhancing adaptability to climatic change and strengthening innovation policy. The Bio-Innovate program has four Thematic Areas, all of which are closely connected to and build on AU/NEPAD Consolidated Plan of Action for Africa's Science and Technology.

All four themes within Bio-Innovate Program are closely connected to each other and will all be contributing towards a more productive and sustainable agricultural/agro-processing sector in the region, which serves as an engine for pro-poor economic growth.

The thematic areas include:

- Thematic Area 1:** *Climate change adaptability, productivity and improvement for food and nutrition security:*
- Thematic Area 2:** *Waste treatment, bio-energy for renewable bio-resources, and securing freshwater resources:*

Thematic Area 3: ***Innovation incubation and promotion of targeted value chains:***
Thematic Area 4: ***Bio-resource innovation policy and sustainability analysis:***

1.3 Innovation Consortia within and amongst the Themes

Within and between the four Thematic Areas, related projects will be linked with one another to form a small number of innovation consortia. Each consortium will consist of several related projects, along the value chain, which link research institutes and development partners in different countries of eastern Africa to form a critical mass of effort to address some key issues and deliver innovative solutions.

The innovation project consortia will be comprised of a range of value chain actors critical to span the process from science to production and markets. Involvement of market actors and other practitioners in the innovation consortia will be crucial in order to ensure that products, knowledge and new technologies emanating from the BioInnovate Program reach the market and specified end users.

These Innovation Consortia will be catalyzed by the Program Management Team (PMT) by linking the related project teams from amongst the successful Concept Notes for proposed projects. This process will follow the consideration of the Concept Notes by the BioInnovate Technical Advisory Committee (TAC). The TAC will make decisions on the successful applications at the Concept Note stage, of relevant and high quality Concept Notes that meet the selection criteria, for further development into full proposals.

The First Call (published in June 2010) was for Concept Notes in Themes 1 and 2. The current Second Call invites Concept Notes in Themes 3 and 4, which address *innovation incubation and promotion of targeted value chains and innovation policy and sustainability analysis in the area of bio-resources*, respectively, in eastern Africa. It is envisaged that early linkages will be facilitated by the Program Management Team between the innovation projects in Themes 1 and 2 (which are more technology orientated) and the emerging projects in Themes 3 and 4 (which are primarily about innovation and policy), so that there are strong cross linkages in the BioInnovate Program from technology to innovation to policy.

2: Scope of the Second BioInnovate Call for Concept Notes

The Second Call is for Concept Notes that address technology incubation and other mechanisms for putting research into use by communities and industry (theme 3) and issues on innovation policy analysis, national and regional policy support, as well as socio-economic and environmental analysis needed to provide a supportive policy environment for the ultimate development and promotion and uptake of bio-resource innovations (theme 4). These areas are described in more detail below.

Thematic Area 3: *Innovation incubation and promotion of targeted value chains:*

This theme will focus on taking near market products and technologies/processes generated from high quality and strategic research that has outputs of potential commercial value. R4D institutions will apply for support to cover small and large scale pilot level testing for economic feasibility, marketability and acceptability; scaling up the production of the product and setting up demonstration plots/pilot plant, etc. BioInnovate will seek opportunities for innovations that will have wide applications in the Eastern Africa. The theme will also seek opportunities to leverage additional funds from other partners for venture capital and pilot testing activities.

Thematic Area 4: *Bio-resource innovation policy and sustainability analysis:*

This theme will address issues needed to provide a supportive policy environment for the ultimate development and promotion and uptake of bio-resource innovations. It will include policy analysis, national and regional policy support, as well as socio-economic and environmental analysis. The theme will address issues of sustainability analysis, done in combination with Themes 1, 2 and 3 above, including:

- Analysis of and addressing gaps in the technology dissemination chains within current and future projects. This would include analysis and exploration of roles and responsibilities along the value chain.
- Market analysis and potential of addressing regional markets.
- Exploring technology transfer models with a view to maximize the impact of new technologies, by achieving balance between making the technology as widely available as possible, while providing sufficient incentives to the innovators and investors for early adoption.
- Exploring and analysing models of funding of technology dissemination processes.

Other policy analyses on cost effectiveness, socio-economic and environmental soundness as well as competitiveness will be done under this theme. A key question for the policy studies in Bio-Innovate Program is to analyse how applications of biosciences in Eastern Africa could lead to a more sustainable agricultural and agro-processing sector, able to promote economic growth and effectively alleviate poverty.

The Proposals in Thematic areas 3 and 4 will be expected to actively support projects that target climatic adaptation strategies in crop agriculture and environment (Thematic area 1 and 2) and directly support creation of related innovation incubations and contribute to creating an enabling environment for technology and products adoption and diffusion. In addition, activities under the policy component will contribute also to the longer-term sustainability and visibility of the BioInnovate Program.

2.1. Funding Available

The total funding available for the bioresources innovation and Policy projects is SEK 30M (USD 4.0M) over 3 years. Bioresources innovation and policy fund will support successful concept notes from the second Call for Concept Notes for proposed projects in Themes 3 and 4 with special focus on taking near market products from thematic areas 1 and 2 and their partners along the value chain to end-users; and policy analysis studies to provide decision support tools for investment, promotion and management of bio-resource innovations in Eastern Africa.

3 Guidelines for the Applications

Key Principles and Concepts underlying BioInnovate

The key considerations in the granting process will be (1) to identify and decide on projects that enhance up- and out-scaling of new innovations through technology incubation centre(s) and innovation platforms, thereby improving adoption and deployment of science-based solutions to development challenges in the region (theme 3); (2) address issues needed to provide a supportive policy environment for the ultimate development and promotion and uptake of bio-resource innovations in eastern Africa (theme 4). The bio-resource innovation fund will support pilot level testing for economic feasibility, marketability and acceptability of technology innovations that may provide public goods; and projects that will address issues needed to provide a supportive policy environment for the ultimate development and promotion and uptake of bio-resource innovations. The project may include demonstrating “proof of concept”, small and large scale pilot testing, scaling up the production of products and/or setting up demonstration plots/pilot plants for thematic area 3; and bioresource innovation policy analysis, scanning national and regional policy environment,

as well as socio-economic and environmental analysis (thematic area 4). The Program will facilitate technology incubation centers where appropriate, through its Innovation Consortia.

The proposed project as described in the Concept Note should build on the following key principles and concepts, which are described in more detail in the BioInnovate Program Document, available at www.bioinnovate-africa.org. The key principles and concepts are:

Regional and international collaboration: The project approach must be based on regional/international collaboration, which is considered more effective than individual, national projects. Applicants are encouraged to work with colleagues in the region and internationally in preparing their Concept Notes so as to reflect the intentions of the program design, as described in detail in the BioInnovate Program Document.

Note: Funding will be granted for innovation and policy projects where it can be clearly demonstrated that a regional approach is more effective than individual national projects.

Potential for economic and social impact: The proposed project must show that the innovation and or policy questions being advocated have a high potential to stimulate economic growth and promote sustainable development. Consortium partners will need, in their project design, to take into account the question of demand for what the project will produce (outputs), in both an economic and social sense. Project partners also need to assess development and/or dissemination costs of the proposed innovations and to what extent the innovation will be economically viable and environmentally sustainable.

Adding value to existing efforts (relevance and quality of content of the proposal): The proposed project should demonstrate and clearly show the quality and relevance of the approach; Likely chances of success; addressing priority areas of Themes 1 and/or 2 with demonstrated relevance to climate change adaptation and or mitigation; degree of integration of the proposed project between the two Themes e.g. outputs or activities relevant to both Themes. . It is also a requirement that the proposed project should demonstrate complementarities and/or collaboration with regional programs and other existing efforts, such as the AU/NEPAD African Biosciences Initiative, including the BecA/ILRI Hub ; CAADP; ASARECA; FARA; ECA, IGAD, etc.

Pathway to impact, applicability of the results in practice, potential impact and dissemination: The Concept Note should show a pathway, for either commercial use and/or for utilization as a public good; and it should include an implementation plan that demonstrates the necessary linkages along the innovation chain. It should have a clear innovation pathway that demonstrates the necessary linkages along the innovation chain to ensure delivery to identified end users; Potential impact and outcomes of the project and its outputs on the target groups, contribution to achievement of MDG's and potential of international cooperation beyond the project; Quality of the plan for implementing and evaluating the dissemination and exploitation of the expected project outputs and the products generated by the project.

Team composition: The proposed project on innovation incubation and promotion of targeted value chains should include a team of partners who collectively address all stages leading to and including innovation incubation centres, product delivery; this means that the proposed project would co-operate and collaborate with a variety of partners with relevant experience in product development and up-and-out scaling innovations and development of incubation centers such as the private sector/entrepreneurs (local and international companies), NGOs, social-economic experts, universities, national and international research systems, start-up companies, etc.

The proposed project on bioresources innovation policy and sustainability analysis component should also include a team of partners/experts who collectively address innovation systems and sustainability issues leading to a more sustainable agricultural and agro-processing sector, able to promote economic growth and effectively alleviate

poverty in the eastern Africa region. This means that the proposed project would-cooperate and partnership with various partners with relevant experience in bioresource innovation policy and sustainability analysis; as well as socio-economic and environmental analysis and technology dissemination chains, etc such as the science and technology ministries, regional policy institutions and technology forums; NGOs, universities, national and international policy research systems, etc.

It is envisaged that the projects will be implemented by multidisciplinary teams, including economic, social and market expertise, coming from different countries, mainly within the eastern Africa region.

Each team is expected to include at least three institutions drawn from the public and/or private sectors, from different BioInnovate participating countries in eastern Africa; one of the partners from within the Region would be designated as the project lead institution; the team should include at least one private sector company or NGO; and the team should include at least one other collaborator from within or outside the region. The team should include a minimum of 4 and a maximum of 6 partners in total.

At least one the partners must have a proven track record of up-and out-scaling of innovations to identified end users and/or creating relevant institutional or policy change for the benefit user communities.

Matching funds and Institutional support: Indicate matching funds identified from the partners and/or other investors, including governments and/or development agencies; Demonstration of strong institutional support from partners, including in kind support such as staff time.

Note: preference will be given for innovation and or policy projects that can show matching fund availability.

Monitoring and Evaluation plan: Include a strong internal monitoring and evaluation plan; including a results framework with annual indicators of success, for monitoring progress of the proposed project towards results;

Dissemination/ communication plans: Provide coherent plan for how the project outputs and results will be communicated to the public, policy makers and potential end users. It is expected that a range of media and communications tools will be used during the course of the proposed project.

Intellectual property and other policy issues: The proposed project should describe potential intellectual property (IP) that may result from the innovation process and how these will be managed; and any other policy issues that are connected to the delivery and impact of the specific innovation. For proposed projects on Bioresources innovation policy and sustainability analysis, the issue of intellectual property and related regulatory and policy matters should form the integral part of the study.

Project duration: Projects will be supported for up to 3 years period

Further information

The Program Document that describes the BioInnovate Program is available at www.bioinnovate-africa.org. Those interested in submitting Concept Notes are encouraged to read the full project document as this conveys in more detail the scope and expectations of the Program. Special attention should be paid in the BioInnovate Program Document to Chapter 3 (pp 17-21), which describes the Scope of the Program; and Chapter 5 (pp. 27-30), which describes the Competitive Grants Scheme. This information will assist applicants in preparing the Concept Notes. For any additional information, please contact the BioInnovate Program Management Office by email at bioinnovate@cgiar.org. Any additional information on the Call that is provided to an applicant in response to an email enquiry will be shared anonymously with all potential applicants via the BioInnovate web page in a Frequently Asked Questions (FAQs) section.

4 Selection Criteria and Evaluation of Concept Notes

4.1 Initial Evaluation of Concept Notes

Concept Notes will be screened initially by the Program Management Team to ensure they meet the following minimum selection criteria:

1. **Concept Note Format:** Concept Note is prepared in accordance with the designated guideline for BioInnovate Concept Notes (available at www.bioinnovate-africa.org; and included as Annex 1), with no additional attachments apart from an Annex containing CVs of Principal Investigators (PIs) and co-PIs. All items on the guidelines for the preparation of Concept Notes should be addressed.
2. **Concept Note Length:** Concept Note itself (excluding Annex with the CVs) is to be no longer than 10 pages A4. It should be prepared as a Word Document, using Times New Roman, 11 pt.
3. **Regional Leadership:** The Concept Note should briefly describe the partners in the proposed project and designate the Project Leader, who must be from a public or private entity from one of the six BioInnovate participating countries (Burundi, Ethiopia, Kenya, Rwanda, Tanzania and Uganda) with clear track record of skills in managing/coordinating Projects/programs in innovation incubation and promotion of targeted value chains and or policy studies project.
4. **Front Page of the Proposed Project:** should clearly show Title of the consortium proposal, and full addresses of PI, and Co-PIs.

If one or more of these four initial selection criteria are not met, the Concept Note will not be considered further for peer review process.

4.2 Technical Selection Criteria and peer-review of the Concept Notes:

4.2.1 Peer review of the Concept Notes

Concept Notes that meet the initial selection criteria will be assessed by at least two independent external peer reviewers. The pool of evaluators will be formed from biosciences experts nominated by the BioInnovate Technical Advisory Committee (TAC). The TAC shall ensure that the reviewers are independent experts with the skills and knowledge appropriate to the tasks assigned to them, and are not faced with conflict of interests on the matter on which they are asked to give opinion.

The reviewers will be required to sign a declaration of confidentiality and 'no conflict of interest' at the time of their appointment. Reviewers will be chosen from the pool based on their specific knowledge of the topic areas covered by the applications, and may represent both the scientific, policy experts and user community. If the evaluation of the two independent evaluators differs significantly, the final ranking decision is at the discretion of the Technical Advisory Committee.

The technical selection criteria and the maximum points that may be awarded for each selection criterion are given below. The maximum possible total points for all selection criteria combined are 100 points. Thus each concept note will be given a ranking score of points out of 100.

4.2.2 Selection Criteria

4.2.2.1 Regional approach (1-5)

- *Show clearly that a regional approach is more effective than individual, national projects; size and degree of involvement of partners from the BioInnovate Program network countries.*

4.2.2.2 Project objectives and design (1-10)

- Briefly describe the project by giving the completed research work and results, the innovation emanating from the research, the goal, objective, scope and methodology of work, anticipated outputs;

4.2.2.3 Potential for economic and social impact (1-10):

- Potential to stimulate economic growth and sustainable development in the region
- Evidence of demand for innovation in target sector
- Assessment of costs of development and dissemination of the proposed innovations
- What is the development goal to be addressed?

4.2.2.4 Adding value to existing efforts (1-10)

- Clear and adequate display of knowledge of prior work done in the region in the area of proposed project activities (robust review of prior information and value addition of the proposed project; quality and relevance of the approach with demonstrated relevance to technology incubation centers and innovation policy and sustainability analysis.

4.2.2.5 Pathway to impact (applicability of the results in practice, and potential impact) (1-10)

- Clear innovation pathway that demonstrates the necessary linkages along the innovation chain to ensure delivery to identified end users.

4.2.2.6 Team composition (1-10)

- Clear demonstration of the quality of the consortium, interdisciplinarity including diversity of disciplines and the synergies between the partners bringing added value by working together to collectively address all stages leading to and including product delivery and towards achieving the regional priorities;
- Roles and responsibilities of development and delivery partners in the consortium, sharing of responsibilities between the partners;
- Team composition is multidisciplinary, multi-country, with regional leadership, includes both public and private entities, and is comprised of a minimum of 4 and a maximum of 6 partners, (as per the concept note guideline for applications, on Team composition).

4.2.2.7 Competence and skill track record of principal Investigator (1-5)

- Skills and experiences of project coordination and management capacities of the Principal Investigator and track record of previous research grant management experiences of the PI and his Institution which will be designated as lead institution for consortium.

4.2.2.8 Matching funds and commitment from host institution (1-10)

- Matching funds identified from the partners and/or other investors, including governments and/or development agencies should be indicated.
- Demonstration of strong institutional support from partners, including in kind support (e.g. staff time), etc.

4.2.2.9 Monitoring and Evaluation, (1-5)

- Provide a strong internal monitoring and evaluation plan; including results framework and annual indicators of success, for monitoring progress of the proposed project towards results.

4.2.2.10 Technology development and commercialization: (1-5)

- Give clear description on how the product/process/technology will reach the market and or end users

4.2.2.11 *Outputs dissemination and communications plans (1-5)*

- Define the major outputs expected from the innovation and policy projects, and how the project findings will be disseminated or implemented.
- Provide coherent plan for how the project outputs and results will be communicated to the public, policy makers and potential end users. It is expected that a range of media and communications tools will be used during the course of the proposed project.

4.2.2.12 *Intellectual property and other policy issues (1-5)*

- The concept note should show if any IP issues are identified and how these will be addressed. Any other policy issues that are connected to the delivery and impact of the specific innovation should also be addressed in the Concept Note.

4.3 Selection Process

During the selection process, the Program Management Team will consult closely with the BioInnovate independent Technical Advisory Committee and with the Eastern Africa Councils/ Commissions for Science and Technology, so as to ensure the proposed projects are consistent with regional and national priorities for economic and social development for the countries of Eastern Africa.

4.4. Submission Procedures for Concept Notes

Please send Concept Notes, prepared in accordance with the “BioInnovate Africa Proforma for Preparation of Concept Notes”, by email: to bioinnovate-calls@cgiar.org

Deadline for receipt of Concept Notes: Midnight, Nairobi time, January 31, 2011

4.5. Proforma for Preparation of Concept Notes:

A Proforma to guide the preparation of the Concept Notes is attached (Attachment 1). The Proforma is also available at www.bioinnovate-africa.org. *Please use this format when preparing the Concept Notes. Some explanatory notes are given under each heading in the proforma to highlight the priority items to be addressed in each section, relevant to the selection criteria.*

The Concept Notes should be not longer than 10 pages, when prepared as a Word Document in Times New Roman, 11 point font. CVs of the Principal Investigator (PIs) and Co-PIs from the partners may be added in as annexes to the Concept Note as part of the submission. Institutional commitment/support letters from each participating partners should also be annexed together with the submission. Any information beyond the 10 page limit will not be considered. When preparing the Concept Note, please take account of the information provided in Sections 2-4 above on the scope, guidelines and the selection criteria for the preparation of Concept Notes.

Conditions of submission

Submission of a Concept Note implies acceptance of all rules and notices included in these guidelines, including that the decision of the TAC is final.

The proponent also agrees that, should a subsequent proposal be approved and a contract entered into, that the proposal and budget will be posted on the BioInnovate web page.

The names of external peer reviewers are confidential and will not be released under any circumstances. Scores allocated by reviewers (including TAC) will not be released; however, feedback based on the comments of reviewers will be provided to applicants.

Any questions regarding the process or content of this guideline can be made to the BioInnovate Program Manager at bioinnovate@cgiar.org up to December 30 2010. All questions and answers will be made publically available on the FAQ area of the BioInnovate web site (www.bioinnovate-africa.org).

Proposed Schedule for Competitive Grants Scheme for Second Call 2010

<i>December 1</i>	Call for Concept Notes posted on websites and circulated widely.
<i>January 31</i>	Deadline for receipt of Concept Notes.
<i>February 15</i>	Initial screening of Concept Notes by BioInnovate Program Management Team completed.
<i>March 11</i>	Review of eligible concept notes by external reviewers completed.
<i>March 17/18</i>	Review of Concept Notes and reviewers' comments by TAC; Shortlist of eligible concept notes to be developed into full proposals completed at 3 rd TAC meeting.
<i>March 25</i>	Invitations sent to successful applicants from the Second call for Concept Notes to prepare full Proposals. Some funds will be made available to enable proposed Consortium/Project teams to meet to prepare full Proposals.
<i>March 30</i>	Unsuccessful applicants will be notified and feedback on their Concept Notes provided.
<i>April 22</i>	Deadline for submission for full Proposals.
<i>April 29</i>	Formality eligibility checks by PMT.
<i>May 20</i>	External peer reviews of full Proposals by independent experts completed.
<i>June 2/3</i>	Review of full Proposals and peer reviewers' comments by TAC and decisions made at 4 th TAC meeting on which Proposals will be supported by BioInnovate Program.
<i>June 10</i>	Teams advised of results of BioInnovate competitive grants process, with feedback on all proposals provided shortly thereafter.
<i>June 17</i>	PIs of eligible full proposals submit revised full proposal to BioInnovate Management Office.
<i>June 22</i>	Lead Institutions of successful innovation project consortia sign contract agreements with ILRI.
<i>July 1</i>	Commencement of Implementation of projects from the Second Call.

Attachment 1

BioInnovate Africa: Proforma for the Preparation of Concept Notes

Please use this format when preparing BioInnovate Concept Notes. Some explanatory notes are given under each heading in the Proforma below to highlight the priority items to be addressed in each section. Deadline for receipt of applications is January 31 2011. Please submit to bioinnovate-calls@cgiar.org

1. **Title of the Concept Note**

In the front title page, please provide a concise and clear title for the innovation and or policy project consortium, PI and CO-PIs with their full addresses

2. **Summary**

Please include up to a one-page a concise summary of the Concept Note. This overview is intended to be a high-level summary of the Concept Note to be used for reference within the Program, not a substitute for the more specific information requested in other sections of the Concept Note.

3. **Background and rationale for the proposed project**

This section will represent the reasons behind your proposal and will specify what you wish to change or contribute through your project. It should present the facts and evidence that support the need for the Innovation OR Policy project by way of robust literature review. Provide enough background information to show your familiarity with the prior innovation related activities OR policy on the topic and to justify the need for the project. How does the proposed project fit within the BioInnovate priority areas of Themes 1 and/or 2 (positioning of the proposed project within Bioinnovate Thematic Area 1 and 2).

4. **Adding value to existing efforts (relevance and quality of content of the proposal):**

The proposed project should demonstrate and clearly show the quality and relevance of the approach; Likely chances of success; Moreover, the proposal should clearly display knowledge of prior work done in the region on the proposed project activities, i.e. robust review of prior information and showing the gaps and value addition clearly. It is also a requirement that the proposed project should demonstrate complementarities and/or collaboration with regional programs and other existing efforts, such as the AU/NEPAD African Biosciences Initiative, including the BecA/ILRI Hub; CAADP; ASARECA; FARA; ECA, IGAD, etc.

5. **potential for economic and social impact**

Show evidence of demand for innovation in target sector and its potential to stimulate economic growth and sustainable development in the Region. What is the development goal and or policy question to be addressed? Consortium partners will need, in their project design, to take into account the question of demand for what the project will produce (outputs), in both an economic and social sense. Project partners also need to assess development and/or dissemination costs of the proposed innovations and to what extent the innovations will be economically viable

6. **Regional and international collaboration**

The project approach must be based on regional/international collaboration. Funding will be granted for projects where it can be clearly demonstrated that a regional approach is more effective than individual national projects.

7. **Project goal and purpose**

Provide specific project goal and purpose, derived from development goal.

Objectives

Provide specific objectives linked to achieving the stated development goal. Objectives should be specific, measurable, achievable, and realistic and time bound. It is important to clearly demonstrate that it is feasible to solve the problem on brief, on budget and on time.

Outputs

Outputs refer to the most immediate sets of accomplishments necessary, but not sufficient, to produce outcomes and impacts. Possible output may include the number of tons of new seed varieties distributed.

Outcomes

Outline Intended outcomes from the project that will contribute to economic and social development in the Region. These include Intermediate observable and measureable changes that may serve as steps toward impact for the region. Possible outcomes may include an increase in crop yield in drought prone areas, policy change, etc.

8. Methodology and description of project activities

A clear description of the materials needed for the project activities for the stated objectives and the specific procedures to be followed should be provided. It is necessary to include project design, value chain analysis and evaluation to be used in this section.

9. Pathway to impact (commercialization and or use)

The concept note should show a pathway for utilization, for either commercial use and/or public good; and it should include an implementation plan that demonstrates the necessary linkages along the innovation chain to ensure delivery to identified end users; Potential impact and outcomes of the project and its outputs on the target groups, contribution to achievement of MDG's and potential of international cooperation beyond the project; Quality of the plan for implementing and evaluating the dissemination and exploitation of the expected project outputs and the knowledge generated by the project.

10. Matching funds

Identify any matching funds coming from the partners and/or other investors, including governments and/or development agencies;

11. Institutional support

Demonstrate strong institutional support from partners for the proposed project, including any in kind contributions, such as staff time;

12. Team Leadership, Composition and Roles of Partners**Team leadership**

Demonstrate strong track records of the proposed team leader - PI (Principal Investigator) and the Co-PIs; one page CVs for the PI and the co-PIs to be included as Annex 1.

Team composition and roles of various partners

Identify the partners who will be participating in the proposed project and the role of each partner in the proposed project. Teams should be multidisciplinary and multi country, with partners mainly coming from within the eastern Africa region.

Each team to include at least three institutions drawn from the public and/or private sectors in different BioInnovate participating countries in eastern Africa; one of the partners from within the region will be the designated project lead institution; the team should include at least one private sector company or NGO; and the team should include at least one other collaborator from within or outside the region; with a minimum of four and a maximum of six partners in the project.

Principal Investigator/s – Name and position of the Team Leader and his/her respective lead organization. Provide at least two examples of previous team management experience including a referee who may be contacted by BioInnovate to verify any information.

Co-Principal Investigators at Partner organizations – Name and positions and their respective organizations (e.g. National agricultural research institutes; regional organizations).

Development and promotion partners - e.g. other national agricultural research institutes; regional research organizations; international research partners.

Development/delivery partners - e.g. private sector, entrepreneurs, civil society, NGOs, national government agencies; other development agencies.

13. Intellectual Property and Other Policy Issues

The Concept Note should show if any IP issues are identified and how these would be addressed in the proposed project. Any other policy issues that are connected to the delivery and impact of the specific innovation should also be addressed in the Concept Note.

14. Monitoring and Evaluation Plan

Include an internal monitoring and evaluation plan, including indicators for monitoring progress of the project towards results; include milestones, time frame and indicators of success.

15. Milestones and time frame

Milestones to assess progress towards achieving outputs; Outputs to be linked to time frame for achieving milestones, by six monthly periods, with projects lasting up to 3 years.

16. Indicators of progress towards results

Include annual indicators to assess progress towards achieving development outcomes (e.g. distribution and uptake of new technologies, adoption of new policies, etc).

17. Communications

Include a Communications plan for how the project outputs and results will be communicated to the public, policy makers and potential end users.

Indicative project budget and project duration

Please provide indicative budget for proposed project activities. Indicate any other sources of current or likely future financial support, which would complement BioInnovate support to the Proposal.

Annex 1 Team leadership details

Please attach as a single Annex, the one page curriculum vitae (CVs) for the Principal Investigator (PI) who will be leading the overall effort; and also one page CVs of the co-PIs from the other partners, who will be leading their respective partner teams within the overall proposed project.