

**Project/Program Management Training Workshop
Day I Q&A**

May 23-25, 2022

May 23, 2022: Day I: Pre-Project: Setting the Stage

Questions Related to Session 2: Finding Funding & Writing a Winning Grant Proposal

1. (Titus Doffo; t.doffo@cgiar.org) Is the RFP format you are training on today general for all users?
 - a. This session is a general overview of developing proposals in general for a variety of funding organizations. However, you have the opportunity to ask questions and get more information for the live RFP released by the CETCIL that was linked in the slide.
2. (Winnie Onyango; winnieatieno50@gmail.com) Hello, are there other types of funding provided apart from money?
 - a. Hi Winnie! I will pose your question live, but can you give some examples of what you mean? Scholarships?
 - b. (Winnie Onyango; winnieatieno50@gmail.com) Yes I am here, funding in form of equipment, or any other support materials that can help achieve the end goal depending on what's needed by the applicants.
 - c. OK, thank you for clarifying. Do you feel your question was answered? If not, please feel free to raise your hand and we will call on you.
 - d. The money you budget for in your grant would cover these costs.
 - e. (Winnie Onyango; winnieatieno50@gmail.com) Yes sure thank you.
 - f. Thank you!
3. (Sheilah Kyomuhendo; sheilahkyomuhendo1028@gmail.com) hullo, does the funding target all types of proposals presented or is it specific, let's say for agriculture, health.....
 - a. live answered
4. (Elfatih M. Abdel-Rahman; eabdel-rahman@icipe.org) @Hannah or David, could you say a few words about theory of change on a grant proposal? The most common question someone can get from a donor is that the theory of change does not reflect the context of the proposal.
 - a. live answered
5. (Shruthi H B; b.shruthi@cgiar.org) How do you make an hypothesis-driven project an equitable one? Is a pilot mandatory to win?
 - a. live answered

6. (Thadei Myungile; thadeymyungile29@gmail.com) Is it necessary to apply for funding as organization or is applying individually is allowed?? e.g. I need to write a proposal for training all the extension officers in Tanzania.
 - a. Hi Thande--the group awarding funds specify who can apply. The RFA will usually make clear if individuals can apply, but that is not common. It is helpful to work with an organization to help manage the funding--agencies usually want detailed financial reports for projects that organizations are set up to produce.
 - b. (Thadei Myungile; thadeymyungile29@gmail.com) Thanks for clarification.
7. (Titus Doffo; t.doffo@cgiar.org) Due to climate change, scenarios in developing countries are changing. New pest species are threatening. People are scared of locust or FAW! More funding for research programs is required. Does USAID or other agencies have plan to fund more in continual way?
 - a. Yes, the current lab (CETC IL) is a large investment for this. Other agencies (NORAD in Norway and CGIAR PlantHealth Initiative) are also investing. As is the Gates Foundation.
8. (Solome Kwagala; bethdesa780@gmail.com) Does the funding involve only research? Is community outreach also part of it?
 - a. For CETC IL, the answer is no. We must focus on research for development. We can conduct research on the effect of community outreach. So, for example, does the community outreach have a different effect on men vs women? That is a good research question.
 - b. Outreach and engagement can be an important part of grant funded projects! Usually there is a goal to this outreach (increase knowledge, engage underserved communities), and you should have an evaluation method to assess if you are achieving this goal, and evaluation is a form of research!
9. (Melodine Jeptoo; melojeptoo@gmail.com) Do they consider only the projects you have done/are doing or also the amount you've already spent for the projects and what you have (funds)
 - a. A program may evaluate success from previous projects (if you have funded before). They will also ask for a "Current and Pending Support" document that lists what other grant funds you currently have. Among other things, this helps make sure that you're not asking for funding for the same work for more than group, but it also helps reviewers see the other work you or your group is doing.
10. (Winnie Onyango; winnieatieno50@gmail.com) Hello, can a project be still funded even if it has an existing funding, for the sake of expansion or due to unavailability of enough funding from the current donor(s)?
 - a. We hope so. What we are very much involved in is finding synergies. We are trying to complement the investment by DANIDA (the aid agency in Denmark) on potato diseases so we can complement that.

- b. (Winnie Onyango; winnieatieno50@gmail.com) Thank you
11. (Mwita David; Mwitadavid1@gmail.com) Apart from capturing the livestock-fodder aspect in agriculture, are you possibly going to allow other researches in line with livestock production?
- Possibly. It depends on the question and the impact that the research would have. We can also link up with the <https://livestocklab.ifas.ufl.edu/>
12. (DUNCAN MUTWIRI; mutwiri925@gmail.com) Is there a specific format of writing a grant proposal that is considered more formal or appealing?
- There is a specific style to writing a grant that is formalized. But it should not be too dense and dull. The person reading your proposal might have to read >20 proposals and they may be reading it late at night or while commuting. Make sure you very engaging and clear.
13. (Bénéwendé Aristide KABORE; benarist.vet@gmail.com) Thanks. Are letters of recommendation RFP/RFA? If yes, how to manage for that in case your referee is already on the project team???
- Letters of support may be encouraged by programs. These are not recommendation letters but instead letters that indicate that the author/stakeholders think your proposed work is valuable.
 - Reference letters may be required for scholarship or fellowship programs. If a referee is on a panel, they will be required to recuse themselves from reviewing your proposal because they will have a conflict of interest.
 - No. Fill this in <https://plantvillage.psu.edu/cetcil/opportunities> and will take it from there.
 - (Bénéwendé Aristide KABORE; benarist.vet@gmail.com) Thanks for answering my question.
14. (Nancy Onyango; Natashanancy96@gmail.com) Is there a difference between an RFP and RFQ?
- live answered
 - A RFQ is a "request for quotation," which I interpret as a request only for a budget. You may see an RFQ when there is a very specific activity that is to be undertaken (for example, measure water quality in X number of streams). In that case, the scope of work is already defined, and the group wants to evaluate the cost of different options.
 - In an RFA, it's more common that the group is seeking a wider range of activities to achieve a goal. For example, the goal might be to increase water quality in a given area. A project to address this goal might include reducing pesticide runoff by increasing IPM and the evaluation might include taking water samples from nearby streams....
 - (Nancy Onyango; Natashanancy96@gmail.com) @Hanna thank you

15. (Anonymous Attendee) Excuse me. In order to meet the criteria for applying for a fund for a small institution that is not very well established, what are the basic criteria that are considered for the applicant to meet?
 - a. The general issue is a good question for research. And convince them you can carry out these questions. Give the panel the assurance they can trust you to do the research.
16. (Moksedul Arafat; M.arafat@cgiar.org) Does this fund apply to any country in any areas?
 - a. We are focused on https://plantvillage.psu.edu/cetcil/regional_centers
17. (KELVIN Nyongesa; kevinnyongesa207@gmail.com) For the innovation lab, when does the funding begin? Is it before the start of the project, midway, or at the end?
 - a. It has already started. We had projects funded in year 1. For example, to Dream Team Agroconsultancy or CIMMYT. And now we are asking the community for new proposals.
18. (Melodine Jeptoo; melojeptoo@gmail.com) @David is the funding done yearly or you receive everything in year 1?
 - a. It is a rolling call. People can apply anytime. We are coming to Year 2 (Starting Sept 30th, 2022). But we will keep money aside for other grants during the year. especially as we are focused on emerging threats. So, we don't know what will happen in 6 months. There could be a huge new pest or disease that emerges, and we want to adaptive
 - b. (Melodine Jeptoo; melojeptoo@gmail.com) Thank you, now I get it.
19. (Anica Sandra Massas; anicamassas@gmail.com) For the innovation lab, do we need to write a proposal focus on pest and diseases? or we can write different topics i.e., breeding and more?
 - a. We are not focused on breeding, but other Innovation Labs are, as well as the CGIAR centers. We can link people to them.
 - b. (Anica Sandra Massas; anicamassas@gmail.com) Thank you David, I just gave an example of breeding but can be anything. Thank you.
20. (Titus Doffo; t.doffo@cgiar.org) How does TOC differ from RBM?
 - a. What is RBM?
 - b. (Titus Doffo; t.doffo@cgiar.org) Result based management (RBM)
 - c. Results are always important. You will be evaluated on what you promised and what you accomplished. Depending on who does the evaluation, it is important to say what is possible. If you say you will create 10 dams and you only build 8, you have not done what you promised. I like to say something like, "up to 10 dams will be built."
 - d. (Anonymous Attendee) @David Hughes, I think TOC stands for Theory of Constraints then RBM stands for Result Based Management.
 - e. Thanks

21. (Anunda Donellah) Does a proposal have appendices like a business plan?
- a. That will depend on the program you are submitting the proposal to. Yes, often proposals allow appendices, but there may be limits to the type of things they will allow to be included.
22. (Anunda Donellah) When funded do you pay it back after the project or during the project?
- a. Live answered

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