



**APN's 2010 Annual Calls for Proposals under the
ARCP and CAPaBLE Programmes
FREQUENTLY ASKED QUESTIONS**

The information provided below is intended to guide you when formulating a proposal for submission to the APN for funding from April 2011. If you cannot find the answer from the 40 questions outlined, please submit your question to the APN Secretariat, Dr. Linda Stevenson at l Stevenson@apn-gcr.org and Ms. Kristine Garcia at kgarcia@apn-gcr.org. We will do our best to answer your question in a timely manner.

FAQ1. When is the APN Call(s) for Proposals launched?

In 2010, the APN will launch two calls for proposals in May 2010. One is for the research-based Annual Regional Call for Research Proposals (ARCP) Programme, and the other is for Scientific Capacity Building and Enhancement for Sustainable Development in Developing Countries Programme (CAPaBLE) Programme.

FAQ2. Who is eligible to submit proposals to the APN for funding?

Members of non-profit making institutions based in APN member and/or approved countries can submit proposals to the APN. See FAQ3.

FAQ3. What countries in the Asia-Pacific region are Member or Approved Countries?

Member countries are: Australia, Bangladesh, Bhutan, Cambodia, China, Fiji, India, Indonesia, Japan, Lao People's Democratic Republic, Malaysia, Mongolia, Nepal, New Zealand, Pakistan, Philippines, Republic of Korea, Russian Federation, Sri Lanka, Thailand, Viet Nam and United States of America.

Approved Countries are: Pacific Island Countries and Singapore.

Those countries underlined are considered developed countries.

FAQ4. How many calls for proposals does the APN launch each year?

The APN generally launches two calls for proposals, one under the ARCP programme and one under the CAPaBLE programme. Sometimes, the APN also launches calls for focussed activities. Please refer to the [Opportunities section](#) on the APN website.

FAQ5. Which call, the ARCP or CAPaBLE, should I submit my proposal under?

This depends on the core activity of your proposal. As a general rule of thumb, please follow these guidelines:

Core Activity	Submit under
Research	ARCP
Data collection/analysis	ARCP
Analyses/Syntheses	ARCP
Assessments/Models	ARCP
Research Planning/Scoping	ARCP
Training	CAPaBLE
Travel Support for Workshops	CAPaBLE
Awareness Raising / Dissemination	CAPaBLE
Partnership activities with Global Change (GC) community	CAPaBLE

FAQ6. What is the procedure for submitting a proposal to APN?

All proponents interested to submit a proposal to APN must submit a Stage 1 Summary Proposal. The Summary Proposal will be reviewed by the [Scientific Planning Group Sub-Committee \(SPG-SC\)](#) to shortlist proposals that will proceed to Stage 2. All proponents will be notified of the results of the review and successful proponents will be requested to submit a full proposal for further consideration for APN funding.

FAQ7. When is the deadline for submitting a proposal to the APN?

The deadline for submitting a **Stage 1 Summary Proposal** is on **Friday 30 July 2010** and is strictly adhered to. Summary proposals submitted after the deadline will not be considered. Successful proponents proceeding to Stage 2 of the proposals process will be asked to submit a **Stage 2 Full Proposal** by **Tuesday, 12 October 2010**.

FAQ8. If I miss the deadline will the APN still accept my proposal?

No. The APN has a very rigorous review process, which is performed over a tight timeline, and deadline compliance is essential.

FAQ9. What is the Advisory Service?

The Advisory Service is an assistance service offered by the APN for proponents who would like to seek further information regarding the Calls for Proposals or to consult with the APN regarding the appropriateness of their proposal prior to the Stage 1 (submission of Summary Proposal), by sending a [Letter of Intent](#). The APN Secretariat will provide feedback to the proponent as appropriate and inform him/her on whether a summary proposal should be submitted to the APN.

FAQ10. When is the deadline for the submission of the Letter of Intent under the Advisory Service?

The deadline for submission of the Letter of Intent is **Friday, 11 June 2010, midnight (24:00) – Japanese Standard Time**. Feedback will be given to proponents by **25 June 2010**.

FAQ11. Is the Advisory Service compulsory?

No. The Advisory Service is VOLUNTARY.

FAQ12. Where and to whom do I submit the proposal?

Proposals must be submitted to the APN Secretariat electronically. Faxed copies are not accepted. The email addresses for submission are:

- ARCP: ARCP-Proposals@apn-gcr.org
- CAPaBLE: CAPaBLE-Proposals@apn-gcr.org

FAQ13. I am not sure whether to submit a proposal under CAPaBLE or the ARCP? How can the APN assist me?

Refer to FAQ5 and consider, too, sending a Letter of Intent to the APN.

FAQ14. How much funding is available for individual projects?

In 2010, the APN awarded an average of **US\$45,000** for ARCP projects and **US\$30,000** for CAPaBLE projects.

FAQ15. What is the duration of projects?

Durations are typically 1 to 2 years for ARCP projects and 1 year for CAPaBLE projects. The maximum number of years the APN allows for any one project is 3 years (although very few 3-year projects are funded due to financial limitations).

FAQ16. Does the APN have any priority areas for funding this year?

The APN makes decisions on priority global change-related topics based on information it receives from its own member countries, its Scientific Planning Group (SPG) and other information available. At the 15th Inter-Governmental Meeting (IGM)/Scientific Planning Group (SPG) Meeting held in March 2010, the

[APN's Third Strategic Plan](#) was officially endorsed and the following topics, **not in any order of priority and is not exhaustive**, were identified as the range of research topics under its Science Agenda that APN supports to help achieve its objectives. Furthermore, while themes or topics have been discussed extensively by the SPG, some of the topics listed are not necessarily new or emerging.

The information is provided, essentially, to facilitate in-country discussions and to assist those interested in working with the APN. Please refer to the [APN website](#) and the [APN's Third Strategic Plan](#) for accurate and extensive information of projects that APN has funded in the past.

1. Climate Change and Climate Variability

- Regional scenarios for climate change including climate extremes
- Implications of global change for predictability and stability of the Asian Monsoon, and societal consequences
- Synergies between adapting to current natural climate variability and that of future human-induced climate change
- Adaptation measures in the Asia-Pacific region
- Aerosols, clouds, climate, and human health
- Mitigation options and their implications for sustainable development
- Climate change and climate variability in cryosphere and water and food security

2. Ecosystems, Biodiversity, and Land Use

- Changes in the carbon cycle and the water cycle
- Research and information networks for land system change
- Assessment and enhancement of land use sustainability
- Nature, extent, causes and impacts of land use change
- Regionality of ecosystem services and their changes
- Global change and mountain systems
- Coastal marine ecosystem
- Freshwater ecosystems, lakes and rivers
- Agriculture ecosystems, forests, rangelands, watersheds
- Water quality and quantity, water reuse
- Bioenergy technology to offset fossil fuel consumption
- Applied agricultural technology
- Natural resources and environmental management
- Urban land use change
- Fish-stock/live-stock assessments, natural and cultured
- Invasive species
- Climate change and biodiversity

3. Changes in the Atmospheric, Terrestrial and Marine Domains

Atmospheric Change:

- Air quality changes at various spatial and temporal scales and their impacts
- Source and sink fluxes of greenhouse gases
- Impacts of increasing atmospheric carbon dioxide and air pollutants on agricultural and natural ecosystems in the Asia-Pacific region
- Downscaled climate change scenarios
- Uncertainty analysis
- Climate impacts on pollution

Changes in the Oceans and Coastal Systems:

- Structure and composition of the marine food web and its response to physical forcing and chemical regimes in coastal up-welling systems

- Aspects of physical and biogeochemical cycles and ecosystems in oxygen minimum zones (OMZ)
- Ocean acidification
- Decline and degradation of marine biodiversity, e.g., mangroves and coral reef ecosystems
- Impacts of developmental activities on the ecology and socio-economic systems of the Asia-Pacific region
- Understanding regional ocean climate variability and implications for fisheries and aquaculture
- Extreme weather events and water ocean hazards

4. Resources Utilisation and Pathways for Sustainable Development

- Environmental implications of regional policy aimed at energy security and carbon limited society
- Renewable energy systems and sources
- Economic impacts of global change on the Asia-Pacific region through the food trade chain
- Transfer of environmental burden (external cost) associated with enhancing regional material/products flow
- Environmental implications of trans-boundary trade of resources and wastes
- Regional strategies and initiatives to reduce, reuse and recycle materials
- Regional water resource issues related to international river flows
- Biofuels and bioenergy
- Risk management
- Prediction, analysis and responding to extreme events
- Climate change and hydrology and water resources at regional/provincial levels
- Risks assessment of coastal ecosystems
- Climate change and food systems
- Holistic assessment involving several issues in the same ecosystem
- Global environment change and land use planning

Crosscutting Concerns

Research on these topics transcend beyond disciplinary and thematic issues, thus APN also encourages proposals that address crosscutting issues covering research topics such as:

- Integrated assessment techniques
- Interactions between global change and regional change
- Global change impacts and sustainable development
- Global change and water, food and health management
- Institutional dimensions of global change
- Sustainable management of urban areas, coastal zones, etc.
- Globalisation (lifestyle, consumption patterns, transport systems, etc.) and global change
- Global change impacts of multilateral financial institutions
- Technology or equipment that are environmentally friendly (recyclables, biodegradable materials, life cycle analysis of materials, etc.)
- Global change implications of urban sprawl/urban development

APN recognises the importance of linkages between science and policy, i.e., two-way communications between the communities that use scientific information (policy-makers and decision-makers in society) and scientific communities. These are:

- Research of best practices in science-policy interface options potentially appropriate for APN (e.g., IPCC, science briefings, publications)
- Development of additional science-policy interface approaches potentially appropriate for the APN
- Publication of guidelines for APN scientists based on this knowledge/experience
- Training and capacity development for science-policy interfacing

- Science-policy interfacing relating to global change
- Transforming scientific knowledge to policy (e.g., communicating science, translating scientific knowledge into decision making processes, knowledge brokers, stakeholder involvement)

FAQ17. Can I submit a proposal to cover my PhD studentship?

No. Currently the APN does not have a mechanism to fund PhD studentships.

FAQ18. Can I submit a proposal for travel support to a workshop?

Currently the APN does not have a mechanism to support applications for travel support of individuals. However, travel support proposals from workshop organisers whose objectives are relevant to the objectives of the APN, may submit travel-support proposals for the participation of Asia-Pacific based developing-country scientists. These scientists **MUST** be working in an institution in the Asia-Pacific region. The proponent must be working in an institution in the Asia-Pacific region and/or hold a key position in an International Global Change Research Programme (see also FAQ34).

FAQ19. Can I charge overhead costs in my proposal budget?

APN does not allow administrative overhead costs. Please refer to the [APN's financial regulations](#) for more information.

FAQ20. How can I find suitable collaborators for my project?

APN suggests that you do an extensive literature review BEFORE submitting a proposal to APN. A review of projects on the APN website may provide the proponent with information on suitable collaborators from the region.

FAQ21. How can I ensure that I am not duplicating research efforts?

APN suggests that all proponents perform an extensive literature review BEFORE submitting a proposal to APN.

FAQ22. If my proposal is successful, when can I receive funding?

Successful proponents will be notified in April 2011. As such, the APN suggests that proponent activities start no earlier than June 2011 as procedures for fund remittance can be time-consuming. Proponents should also note that grants are remitted subject to funds becoming available from the APN's stakeholders.

FAQ23. Can I submit more than one proposal?

A proponent can only submit one proposal at any one time. An institution can submit more than one proposal providing that the proponents do not reside in the same department.

FAQ24. Can I submit a proposal if I am currently a project leader of an APN-funded project?

Project Leaders who are under a current Contract drawn with the APN **CANNOT** submit a proposal, as proponent, to the APN. Project Leaders should refer to their Terms of Agreement attached to their Contract. Nevertheless, the same Project Leaders may be among the collaborators of a new proposal for funding consideration by the APN or of another ongoing APN project.

FAQ25: How will my proposal be evaluated?

Your proposal will be reviewed by the APN's [Scientific Planning Group \(SPG\)](#) and external reviewers from the international global change community. There are 2 main stages of review: the Review of Stage 1 Summary Proposals and the Review of Stage 2 Full Proposals. If the proponent proceeds to Stage 2, he/she will be invited to submit a full proposal and this will be reviewed by the SPG members and external experts from the international global change community. Stage 2 involves a two-step review, and the proponent will have the opportunity to respond to specific questions from the SPG reviewers.

FAQ26. What are the criteria for proposal selection?

An extensive list of criteria is available in the Guide for Proponents available for download on the APN website.

FAQ27. Who reviews my proposal?

Members from the APN's [Scientific Planning Group](#) and external reviewers drawn from the global change community provide expert reviews on proposals. The APN, however, maintains the confidentiality of the reviewers of each proposal for the sake of fair appraisal.

FAQ28. Will I be given an opportunity to provide feedback to experts who review my proposal?

Yes, if your proposal succeeds to the Stage 2 of the proposals process. Note that this stage is **COMPULSORY** and all proponents **MUST** respond to reviewer feedback, otherwise their proposal will not be considered further.

FAQ29. When is the decision on project funding made?

The decision on project funding will be made at the APN's 16th Inter-Governmental Meeting (IGM) in late March 2011.

FAQ30. Who makes the final decision on project funding?

Following the advice and recommendations from the APN's [Scientific Planning Group \(SPG\)](#), the governing body of the APN, the [Inter-Governmental Meeting \(IGM\)](#), makes the final decision on project funding.

FAQ31. Is APN able to provide salary support for project implementation?

The APN may be able to provide some salary support for time spent on a project, assuming that a full-time salary is not already being paid. More precise details can be found in APN's financial guidelines or by contacting the Executive Science Officer directly at the APN Secretariat.

FAQ32. Does the APN allow for consultants and/or consultant firms to be engaged in the project, at APN's expense?

The APN will not pay salaries of consultants. As APN usually relies on expertise drawn from the APN global change community, any consultant fee or honorarium would have to be agreed with the APN in advance. Project leaders and collaborators should have the expertise to conduct project activities.

FAQ33. I understand that the ARCP process is for "regional-based" research. However, I have not yet engaged collaborating countries in my proposal. Can I still submit the proposal?

No. Regional-based research proposals should demonstrate strong regional collaboration before a proposal is submitted to the APN for funding. We suggest, instead, that you submit a letter of intent under the Advisory Service offered by the APN. See the guidelines for more details.

FAQ34. I am currently involved in a project/activity of an international global change research programme, but my institution is outside the APN region. Can I submit a proposal to APN?

A potential proponent holding a key position in an international global change research programme* whose institution is outside the APN region may submit a proposal to APN for activities of interest under the ARCP and CAPaBLE Programmes. Proposals submitted under the CAPaBLE Programme must demonstrate that the activity will develop the scientific capacity of scientists from the Asia-Pacific region, particularly those from developing countries. For proposals submitted under the ARCP Programme, the regional activity must be conducted in and provide benefit for Member countries in the Asia-Pacific region. It must also satisfy the regional collaboration criterion of the ARCP Programme. It must be noted, also, that because scientific capacity development and regional research activities are usually managed by people within the APN region, your proposal is expected to reasonably explain why the proposed activity is to be managed by an office that is based outside the APN region.

*Please note that an "[international global change research programme](#)" is defined here as a research programme under DIVERSITAS, IGBP, IHDP, WCRP, ESSP and START.

FAQ35. Is it necessary that proposals submitted for APN funding has co-funding from other sources?

Co-funding is strongly desired and will strengthen your proposal, however it is not compulsory.

FAQ36. Before submitting my proposal to APN do I have to get it endorsed by the national Focal Point (nFP) or Scientific Planning Group (SPG) Member of my country?

Endorsement is not necessary, however, we ask that you carbon copy your proposal to the [nFP and SPG](#) member of your country in the email.

FAQ37. Can I apply for a seed grant to get together a group of scientists in a workshop to formulate a full proposal to be submitted to APN?

If it is for a scoping meeting to plan a research activity that is of interest to the APN, yes, this is acceptable and a proposal should be submitted under our ARCP Programme.

FAQ38. Can members of developed countries submit proposals or only in conjunction with developing countries?

Proponents from developed countries can submit proposals but must ensure that, under the ARCP programme, 3 countries need to be collaborating in the project, 2 of which MUST be developing countries. For the CAPaBLE programme, a developed country proponent must demonstrate that his capacity development activities in the proposal are for one or more developing countries in the Asia-Pacific region.

FAQ39. If my proposal fails, can I submit it to the APN again in the next round of proposals?

If your proposal fails, you will receive timely feedback from the APN Secretariat. This feedback will also have a recommendation from the APN regards areas needed strengthening in your proposal before resubmission, or whether you should refrain from submitting the same proposal to the APN for funding.

FAQ40. I want to submit a Pre-Proposal but cannot find the relevant template.

The Pre-Proposals Stage was replaced by an "Advisory Service" in 2007. Under the Advisory Service, which is similar to the former pre-proposals stage, proponents can submit a Letter of Intent to the APN Secretariat for assistance in proposal submission.