Call for Expressions of Interest for CCA-DRR-L+D (2013)

FREQUENTLY ASKED QUESTIONS & ADVICE

The information provided below is intended to guide you when formulating a 2-page Expression of Interest (EOI) to the APN for funding under its focused call for activities. If you cannot find the answer from the questions outlined, please submit your question to the APN at land2013@apn-gcr.org with a carbon copy to Dr. Linda Anne Stevenson (lastevenson@apn-gcr.org).

FAQ1. When is the call launched?
The APN will launch the call for Expressions of Interest on 30th August 2013. The call is requested activities on regional research and/or capacity building.

FAQ2. Who is eligible to submit an EOI to the APN for funding?
Members of non-profit making institutions based in APN member and/or approved countries can submit an EOI to the APN. See FAQ3.

FAQ3. Which countries in the Asia-Pacific region are Member or Approved Countries?
Australia, Bangladesh, Bhutan, Cambodia, China, Fiji, India, Indonesia, Japan, Lao People’s Democratic Republic, Malaysia, Mongolia, Myanmar, Nepal, New Zealand, Pakistan, Philippines, Republic of Korea, Russian Federation, Sri Lanka, Thailand, United States of America and Viet Nam.

- Approved Countries are: Maldives, Myanmar, Pacific Island Countries and Singapore.
- Those countries underlined are considered developed countries.

IMPORTANT
- To be eligible for research-related funds: THREE of the above-mentioned countries must be involved, TWO of which must be developing.
- One-country EOIs are acceptable ONLY from developing countries and ONLY if the activity is capacity building-related.
- The APN does NOT fund one-country research activities.

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 focused activities. Please refer to the Opportunities section on the APN website for more information.

FAQ5. How do I know whether my activity is related to capacity development or research?
This depends on the core activity of your EOI. As a general rule of thumb, please follow these guidelines:

<table>
<thead>
<tr>
<th>Core Activity</th>
<th>Submit under</th>
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<tbody>
<tr>
<td>Research</td>
<td>research</td>
</tr>
<tr>
<td>Data collection/analysis</td>
<td>research</td>
</tr>
<tr>
<td>Analyses/Syntheses</td>
<td>research</td>
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<tr>
<td>Assessments/Models</td>
<td>research</td>
</tr>
<tr>
<td>Research Planning/Scoping</td>
<td>research</td>
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<tr>
<td>Scientists’ /Decision Makers’ Training</td>
<td>capacity</td>
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</tbody>
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FAQ6. What is the procedure for submitting a proposal to APN?

All proponents interested in submitting a proposal to APN must submit an Expression of Interest to the APN. There is a 2-page template for this and can be downloaded from the APN website. EOIs submitted in the wrong format will not be accepted. After EOI submission, a review board review and shortlist EOIs that will proceed a second stage, which is the full proposal stage. 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 an Expression of Interest (EOI) is **Sunday 22nd September 2013 (midnight Japanese Standard Time – JST)** and is strictly adhered to. EOIs submitted after the deadline are not considered. Successful proponents proceeding to Stage 2 of the process will be asked to submit a **Stage 2 Full Proposal**. The announcement will depend on the number of EOIs submitted. All successful EOIs will be given adequate notice to prepare a full proposal.

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

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

FAQ9. Where and to whom do I submit the EOI?

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

- land2013@apn-gcr.org
- Please carbon copy to: lastevenson@apn-gcr.org

FAQ10. How much funding is available for individual projects?

The APN awards a yearly-average of about **US$45,000**. There is US$680,000 available for the present call for research and capacity development activities (see the call for more details).

FAQ11. What is the duration of projects?

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

FAQ12. What are the priority areas for funding under the present call?

There are two main areas, **Research** and **Capacity Building**, where EOIs can be submitted and themes according to those areas are outlined below:

**REGIONAL-BASED MULTI-DISCIPLINARY RESEARCH**

- a) Integrated Modeling that reduces vulnerability and improves resilience to Loss & Damage by looking at a combination of:
  - Climate vulnerability, impacts and adaptation
  - Economics
  - Social and human dimension
- b) Regional Downscaling
− Downscaling knowledge for adaptation, risk and loss & damage that could be transferred to the local level (including remote communities, districts, cities, etc.)
− Scientific community needs to downscale as much as possible to help impact assessment at the local level
− Gap analysis (including best practices) in knowledge and understanding of loss and damage at the local level

c) **Multi-trans disciplinary research and assessment of:**
− Impacts of extreme weather events and slow onset events at regional, sub-regional and local levels (what are the gaps; what is the status quo?)
− Reducing loss by revisiting current aspects of Disaster Risk Management strategies across local, national and regional (including transboundary) scales.
− Non-economic/non-insurable losses due to climate - extreme and slow onset events (cultural, health, psychological, social, etc.)
− Integrating the risks identified through Climate Change Adaptation, Disaster Risk Reduction and Loss & Damage into regional planning: What is the present scientific understanding on adaptation, disaster risk reduction, and loss & damage? Is more needed? Are there sufficient science-policy linkages?
− Methodology, terminology and other concepts that might effectively link climate change adaptation, loss and damage, and disaster risk reduction (for example, developing methodologies for quantifying non-economic losses)

**CAPACITY BUILDING (INCLUDING DISSEMINATION, AWARENESS-RAISING)**

a) Enhancing **capacity for assessment** to plan and implement Loss and Damage activities related to Disaster Risk Reduction and Climate Change Adaptation, both by government authorities and civil society that would also document successful practices of local, experiential and indigenous knowledge

b) **Training, awareness-raising; strengthening partnerships** that will link CCA, DRR and L+D for:
− local communities and local governments to enable bottom-up planning and mechanisms
− Increasing the knowledge-base of CCA-DRR-L+D and how it might impact future generations
− Strengthening linkages, effective coordination and building synergies across neighbouring countries to enhance cross-learning, especially at the sub-national/district level

c) **Addressing gaps in multi/trans-disciplinary approaches:**
− Developing toolkits, mapping different institutions that are engaged in, for example, disaster risk management that can help address loss and damage
− Establishing entry points for science-policy interfaces at regional, national and local levels

d) **Retaining knowledge, maintaining data, sustaining disaster loss databases**
− What is going on, where are the gaps, training initiatives on resilience
− Decision-support tools and training opportunities. Local language would be used at the local level and translations would be available
− Addressing the problems of existing data: insufficiency, inaccessibility and/or inconsistency

**FAQ13. Can I submit a proposal to cover my PhD studentship?**

No. Currently the APN does not have a mechanism to fund PhD studentships or any other undergraduate or postgraduate scholarships.

**FAQ14. 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.

FAQ15. How can I find suitable collaborators for my project?
APN suggests that you do an extensive literature review BEFORE submitting an EOI. A review of projects on the APN website (APN E-Lib Metadata Site) may provide the proponent with information on suitable collaborators from the region.

FAQ16. 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. A review of projects on the APN website (APN E-Lib Metadata Site) may provide the proponent with information.

FAQ17. If my proposal is successful, when can I receive funding?
Successful proponents will be notified between December (2013) and January (2014), the timing of which depends on the response to the call. Proponents should also note that grants are remitted subject to funds becoming available from the APN’s stakeholders.

FAQ18. Can I submit more than one EOI?
A proponent can only submit one EOI at any one time. An institution can submit more than one EOI provided that the proponents do not reside in the same department.

FAQ19. Can I submit an EOI 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.

FAQ20. How will my EOI be evaluated?
Your EOI 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 Expressions of Interest 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 and external experts from the international global change community. Stage 2 involves a three-step process, and the proponent will have an opportunity to respond to specific questions from reviewers.

FAQ21. Will I be given an opportunity to provide feedback to experts who review my EOI?
Yes, if your EOI succeeds to Stage 2 of the process. Note that this stage is COMPULSORY and all proponents MUST respond to reviewer feedback, otherwise their proposal will not be considered further.

FAQ22. When is the decision on project funding made?
The decision on project funding is expected to be made between December 2013 and January 2014, possibly earlier – again depending on the number of EOIs the APN receives.

FAQ23. 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. The Steering Committee of the APN acts on behalf of the IGM during intercessional period.

FAQ24. 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 regulations or by contacting the APN Secretariat.

FAQ25. 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.

FAQ26. I understand that research is for “regional-based” research. However, I have not yet engaged collaborating institutions in my EOI. Can I still submit an EOI?

Our advice at this stage would be no as regional-based research EOIs should demonstrate strong regional collaboration before being submitted to the APN for funding.

FAQ27. 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.

FAQ28. 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 (if available) in the email.

FAQ29. Can members of developed countries submit an EOI or only in conjunction with developing countries?

Proponents from developed countries can submit EOIs but must ensure that, under the research component, 3 countries are collaborating in the project, 2 of which MUST be developing countries. For a capacity building EOI, a developed country proponent must demonstrate that the capacity development activities outlined in the EOI are for one or more developing countries in the Asia-Pacific region.

FAQ30. Would non-APN member/approved countries be eligible to participate in the proposed project and receive funding from it?

Yes, non-APN member/approved countries are eligible to participate/collaborate in a proposed project. However, in regards to funding, APN funds are generally reserved for APN member/approved country collaborators and an additional source of funding to fund other collaborators outside the APN countries is strongly recommended to improve chances of success.