# Call for Proposals Policy Research Fellowship Spring 2020

# Appendix 2

# Application Form

*This application form offers framework for proposal submission and evaluation. The form highlights selected key sections that a robust policy research proposal shall contain. Each section has to be carefully addressed. Word limits [min-max] in each section are expected to be taken into consideration. Precise, concise and clear writing are advantages of a potentially successful proposal.*

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| --- | --- | --- | --- | --- | --- |
| **1. Project title and abstract**  Provide a *title* and a *brief overview* of your policy research: what do you intend to examine? What is the motivation and reason behind your research? What is the reform relevance in the present context? Describe the questions you seek to answer. (150-300 words) | | | | | |
|  | | | | | |
| **2. Problem description and policy relevance**  Define the policy problem and specify what you aim to achieve with your policy research. What are the novelty, relevance and urgency of addressing the problem? How the problem affects the Armenian society today? Who are the stakeholders directly and indirectly involved; targets influenced by the problem? Present the context and nature of the specific concern and anticipated contribution to the field as a result of your research. (850-1200 words) | | | | | |
|  | | | | | |
| **3. Research questions**  Present your main and sub- (if any) research questions (in a question format). (80-100 words) | | | | | |
|  | | | | | |
| **4. Evaluation of policy alternatives**  In the scope of the presented policy problem and research questions, elaborate on the possible/preferred policy alternatives. Provide the reasons why the possible alternative option(s) you suggest is(are) more effective. Provide the policy evaluation to display the background knowledge on the policy issue and the field of research. (300-400 words) | | | | | |
|  | | | | | |
| **5. Research plan and methodology**  Describe your research plan and methodology (including description of each method, participants, types of analyses and so on) selected to answer your research question/s. Indicate potential obstacles in applying research methods, and elaborate on how you will overcome those. (300-400 words) | | | | | |
|  | | | | | |
| **6. Outputs and deliverables**  Describe your research outputs and deliverables: policy papers, policy briefs, posters, conference papers, databases, guidelines, information leaflets, infographics, presentations, audio visual materials etc. (80-150 words) | | | | | |
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| **7. Advocacy strategy**  How you see the impact of your policy research? What tools and resources you will use to reach out to target audiences in properly communicating the findings of your research? Elaborate on the advocacy strategy you will apply to maximise the impact of your research. What are the risks associated with the implementation of your advocacy strategy? (400-700 words) | | | | | |
|  | | | | | |
| **8. Project timetable**  Provide the timeframe for the project and its key activities. Please note that the maximum project duration is five months. | | | | | |
|  | | | | | |
| **9. Budget**  Please list all costs associated with your research in an itemised budget table below (in USD). Expenses such as honorarium, fieldwork, advocacy costs (presentation, publication of policy paper), and other necessary expenses can be included in the budget. Please note that the budget shall not exceed $3,000. | | | | | |
| 1. | *budget category* | *unit* | *number of units* | *cost per unit ($)* | *total ($)* |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
|  | *Total ($):* | | | | |