EdTech Hub Covid-19 Research

Application Form

Applicants should fully complete this template to submit their proposal. Proposals using another template will not be considered. The proposal **should not exceed 15 pages** (excluding CVs) and the format of the template should not be modified.

# Overview

|  |  |
| --- | --- |
| **Research Project name** | [Insert text] |
| **Project location (Country / Region / City)** | [Insert text] |
| **Individual(s) (with proposed position) and Institution(s) making application** | [Insert text] |
| **Contact name and contact information (email and phone)** | [Insert text] |
| **Proposed start date and duration** | [Insert text] |
| **Amount requested (10,000 GBP - 50,000 GBP)** | [Insert text] |
| **Would you like to join the contact list of the EdTech Hub for future calls for research?** | YES / NO |

# Technical proposal

Please complete the sections below.

## Context, problem statement, and project aim

1. Please describe the local education context and state the problem(s) relating to Covid-19 that the project addresses.
2. Please outline how the research project aims to address these problems and what the research project goals and objectives are. Include in this how the proposal is situated within one or more of the EdTech Hub’s main thematic research areas:

* The use of technology to strengthen education system governance, data management and accountability.
* The use of technology to improve the professional development, retention and attendance of teachers.
* The use of technology to adapt for learners, including a focus on diverse needs of girls, learners with disabilities, out of school children, refugees and internally displaced, personalised adaptive learning, and teaching at the right level.

[Insert text]

## Policy and/or programme relevance

1. Please describe the country-level demand for research to further understand this topic.
2. Please state the policy/programme relevance of the research in the given geography, with policy windows, programmatic decision-making, target legislation and/or stakeholders in government defined.
3. Please outline how the research application demonstrates a pathway for how policy influence will be achieved, and what role the EdTech Hub could have in supporting this. Please describe if and how the research uptake proposal is gender-sensitive.

[Insert text]

## Research Questions, Design, and Methodology

1. Please outline the primary (and secondary if applicable) questions guiding the research.
2. Please detail how the design is appropriate and gender-sensitive.
3. Please describe why it is the most appropriate methodology for the question(s)/objective(s).
4. Please detail what prior experience the team has in using this methodology.
5. Please state whether the piece will be testing any methodological innovations.

[Insert text]

## Cultural sensitivity and ethics

1. If involving human participants, please state how the proposal addresses the research ethics (including any recognised ethics approval frameworks which will be used). Please also describe how the proposal takes safeguarding into account.
2. Please detail how the proposal addresses cultural appropriateness of data collection and analytic methods.
3. Please state how the research tools/instruments and analysis are culturally relevant and sensitive.
4. Please describe how the dissemination strategy is culturally relevant, sensitive, and appropriate.

[Insert text]

## Logistical viability

1. Please detail how the approach to organising and managing the research uptake proposal shows a good understanding of the operational and political complexities (for example, government authorization or funding).
2. Please state the partnerships to execute the proposed activities.
3. Please outline the potential risks, and potential methods to address these risks.
4. Please outline if there are threats that could compromise the validity of the proposal. If so, please describe how the proposal sufficiently addresses those threats.
5. Please describe what challenges Covid-19 travel and in-person meeting restrictions will present and methods to address these challenges.

[Insert text]

## Team composition

1. Please outline the proposed composition and experience of the team, demonstrating the required rigour and expertise.
2. Please state whether the proposal is led by an organisation or team leader from low- and middle-income countries (LMICs), and/or whether partner organisations are from LMICs.

[Insert text]

## Value for Money

1. Please describe how the proposed research activities provide value for money, demonstrating economy, efficiency, effectiveness and equity.

[Insert text]

## Proposed list of milestones

(Add more rows as necessary)

|  |  |  |
| --- | --- | --- |
| **Milestones** | **Date Due** | **Format** |
| **1.** [Insert text] | [Insert text] | [Insert text] |
| **2.** [Insert text] | [Insert text] | [Insert text] |
| **3.** [Insert text] | [Insert text] | [Insert text] |
| **4.** [Insert text] | [Insert text] | [Insert text] |

## Delivery plan Narrative and Gantt chart

(Add more rows as necessary)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of the Research Project** | [Insert text] | | | | | |
| **Milestone 1:** [Insert text] | | | | | | |
| **Activities** | **[Insert Year]** | | | | | |
| **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month 5** | **Month 6** |
| **1.1** |  |  |  |  |  |  |
| **1.2** |  |  |  |  |  |  |
| **1.3** |  |  |  |  |  |  |
| **1.4** |  |  |  |  |  |  |
| **1.5** |  |  |  |  |  |  |
| **Milestone 2:** [Insert text] | | | | | | |
| **Activities** | **[Insert Year]** | | | | | |
| **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month 5** | **Month 6** |
| **2.1** |  |  |  |  |  |  |
| **2.2** |  |  |  |  |  |  |
| **2.3** |  |  |  |  |  |  |
| **2.4** |  |  |  |  |  |  |
| **2.5** |  |  |  |  |  |  |
| **Milestone 3:** [Insert text] | | | | | | |
| **Activities** | **[Insert Year]** | | | | | |
| **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month 5** | **Month 6** |
| **3.1** |  |  |  |  |  |  |
| **3.2** |  |  |  |  |  |  |
| **3.3** |  |  |  |  |  |  |
| **3.4** |  |  |  |  |  |  |
| **3.5** |  |  |  |  |  |  |
| **Milestone 4:** [Insert text] | | | | | | |
| **Activities** | **[Insert Year]** | | | | | |
| **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month 5** | **Month 6** |
| **3.1** |  |  |  |  |  |  |
| **3.2** |  |  |  |  |  |  |
| **3.3** |  |  |  |  |  |  |
| **3.4** |  |  |  |  |  |  |
| **3.5** |  |  |  |  |  |  |

## Budget (in GBP\*) and budget narrative

1. Please use the template for the budget proposal and detail the narrative below, including any assumptions that could affect the budget. (\*Use [OANDA](https://www1.oanda.com/currency/converter/) for currency converter and please indicate the exchange rate used)
2. Does the proposed research project benefit from other funding sources? YES / NO
3. If yes, please specify below and describe the specific contribution the Hub’s funding will provide.

[Insert text]

# Declaration of bid validity

***This section enables us to assess whether there are any restrictions to your organisation’s eligibility to receive UK taxpayer funds. We will discuss any challenges with the bidder.***

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any joint venture/Consortium /Association members or subcontractors or suppliers for any part of the contract:

a) have not been suspended, debarred, sanctioned or otherwise identified as ineligible to receive taxpayer funds by the government of the United Kingdom, any UN Organization or the World Bank Group or any other international Organization;

b) have no conflict of interest (or have noted in the box below if that is the case);

c) do not employ, or anticipate employing, any person(s) who is, or has been a UK government Crown Servant staff member within the last year (or have noted in this proposal);

d) have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;

*e)* undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the EdTech Hub.

We declare that all the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification.

We offer to provide services in conformity with the Bidding documents, including the General Terms and Conditions of the Contract and in accordance with the Terms of Reference, which will ultimately be developed in partnership with successful applicants.

We understand and recognize that the EdTech Hub is not bound to accept any Proposal it receives.

We understand that the EdTech Hub has an open access policy, covering, e.g. open content, open source software and open data. We will ensure that all outputs are to be made publicly available under Creative Commons Attribution or Open Data commons Attribution. We will ensure that published data has been suitably anonymised to conform with child protection and safeguarding.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Proposal and abide by its terms should the EdTech Hub accept this Proposal.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Declarations

Please declare any potential conflicts of interest, financial risks, or if an individual involved in this assignment has been employed by the UK government in the last two years and in what capacity. Please note: former UK government employees are eligible for funding, but sometimes we need to seek exceptions from our donors.