

***An innovative partnership with the University of
California - Davis to strengthen the Agricultural
Innovation Marketplace***

CONCEPT NOTE AND GUIDELINES

**Version 1.0
06 July 2016**



*An initiative to enhance agricultural innovation for development in
Latin America and the Caribbean*

I. BACKGROUND

Small farmers face several challenges to overcome poverty through agricultural production. Access to financial resources, inputs, technologies, markets, and increased productivity or added value to their products, are key steps towards the reduction of poverty. While the application of new technologies has become an important engine of pro-poor agricultural development, in Latin America and the Caribbean (LAC) total productivity of smallholders has lagged behind the average cross-sectoral productivity and in many cases is far below its potential frontier.

The Brazilian Agricultural Research Corporation - Embrapa, Brazil's leading federal institution in agricultural research, has accumulated solid knowledge and experience in providing technologies to smallholders in the tropics. More recently Embrapa is sharing its knowledge and technology with Latin America and the Caribbean and Africa through various mechanisms, including the Agricultural Innovation Marketplace – MKTPlace (www.mktplace.org). The MKTPlace has benefited from financial and technical support from the International Fund for Agricultural Development-UK, World Bank, Department for International Development, Bill & Melinda Gates Foundation, among other international partners. The MKTPlace has already financed 82 projects, 18 of them in 10 countries in Latin America and the Caribbean.

The MKTPlace has been very successful in the last six years and aroused the interest of several institutions, such as the University of California, Davis (UC Davis). Over more than 100 years, a pioneering "Ag" school has been transformed into a University - UC Davis - that is ranked among the top 10 public universities in the USA. UC Davis is one of the world's leading cross-disciplinary research and teaching institutions, located in Davis, California, and offers highly ranked internship, undergraduate and graduate program opportunities. UC Davis has four colleges: Agricultural and Environmental Sciences, Biological Sciences, Engineering, Letters and Science; six professional schools: Education, Law, Management, Medicine, Veterinary Medicine and the Betty Irene Moore School of Nursing; 104 undergraduate majors; 96 graduate programs and the University Library clients have access to a collection of 10 million books, journals, music, maps, etc. in print and digital formats. The College of Agricultural and Environmental Sciences at UC Davis is the number 1 Ag College in the world. UC Davis intends to produce a better world, healthier lives, and an improved standard of living for everyone by addressing critical issues related to agriculture, food

systems, the environment, and human and social sciences, through research, education, and outreach.

Thus, a partnership between the UC Davis and MKTPlace can stimulate agricultural development through innovation, adaptation and sharing agricultural technologies. The goal is to use UC Davis expertise to strengthen the MKTPlace R4D projects in Latin America and the Caribbean.

II. THE PROPOSED PARTNERSHIP

A. Overall Goal

The goal of this initiative is to establish partnerships between Professors from UC Davis and the LAC MKTPlace project co-leaders to support the solution of specific problems that might arise during MKTPlace project implementation and that the co-leaders are not able to solve themselves.

B. Target Group

The target group includes co-leaders from MKTPlace ongoing projects in Latin America and the Caribbean.

C. Activities

The selected project co-leaders will have the opportunity to develop research activities at UC Davis for up to two months. The co-leaders will be assisted by experts to develop a fellow's collaborative work and discussions aiming to overcome challenges. In addition, in order to better understand and access the project the UC Davis Researchers could visit project sites.

The flowchart (**Annex 1**) summarizes the application and selection process for the initiative and the Guidelines for Development and Submission of Concept Notes are available in **Annex 2**.

D. Duration of the initiative

The partnership will last 30 months.

III. IMPLEMENTATION ARRANGEMENTS

This partnership shall be implemented by a Working Agreement adopted as part of the Agreement of Cooperation between UC Davis and Embrapa.

A. Governance

A committee, co-chaired by UC Davis and the MKTPlace, will be in charge of the overall coordination and execution of the initiative, establishing the criteria for project selection; proposal assessment and approval, and monitoring.

Funds will be hosted and managed by the Arthur Bernardes Foundation – FUNARBE, which already acts as a fiscal agent for the MKTPlace.

B. Monitoring & Evaluation

All monitoring and evaluation (M&E) activities will be conducted by representatives from UC Davis and the MKTPlace.

Reports will be presented by co-leaders and respective Professor as part of M&E. Additionally, *in situ* visits may be organized by the MKTPlace with UC Davis concurrence.

IV. PROJECT COSTS AND FINANCING

FUNARBE will manage the grant resources, while UC Davis and the MKTPlace will be responsible for the technical implementation of this initiative.

The project will be co-financed by UC Davis, IFAD and the MKTPlace. The contributions of UC Davis and the MKTPlace will support the participation of its Professors, the use of office space and premises, provision of related facilities, administrative services and laboratories. Up to US\$ 121,440.00 (**Table 1**) will be made available for this initiative to cover travel costs, daily allowance, supplies and laboratory bench or other fees.

Table 1: Project cost by categories.

	US\$		
Categories	Year 1	Year 2	Total
Per diem	29700	29700	59400
Travel	15000	15000	30000
Benchfee	10500	10500	21000
Sub Total	55200	55200	110400
Contingency	5520	5520	11040
Total	60.720	60.720	121.440

V. RESPONSIBILITIES AND DUTIES

The activities and responsibilities in the implementation of the initiative are specified below.

Responsibilities		
Activities & Process	MKTPlace	UC Davis
Guidelines		
Development	X	X
Upload on the respective websites	X	X
Call for Concept Note (CFC)		
Communication with projects	X	
Opening of the CFC by email	X	
Evaluation	X	X
Matchmaking		
Identification of UC Davis Professors		X
Communication with the project co-leaders about the matchmaking result	X	
VISA Process		
Support for the type of visa required for the co-leaders		X
Invitation letters		X
Air Tickets, Health/Travel Insurance and Per Diem		
Purchase	X	
Accountability	X	
UC Davis Facilities (Laboratories and Infrastructure)		
Bench fee payment to UC Davis (paid directly by FUNARBE)	X	
Provide authorization documents to the foreign research to use UC Davis facilities (lab., library, offices, etc.,)		X
Monitoring & Evaluation		
Reports	X	
<i>In situ</i> visits	X	X

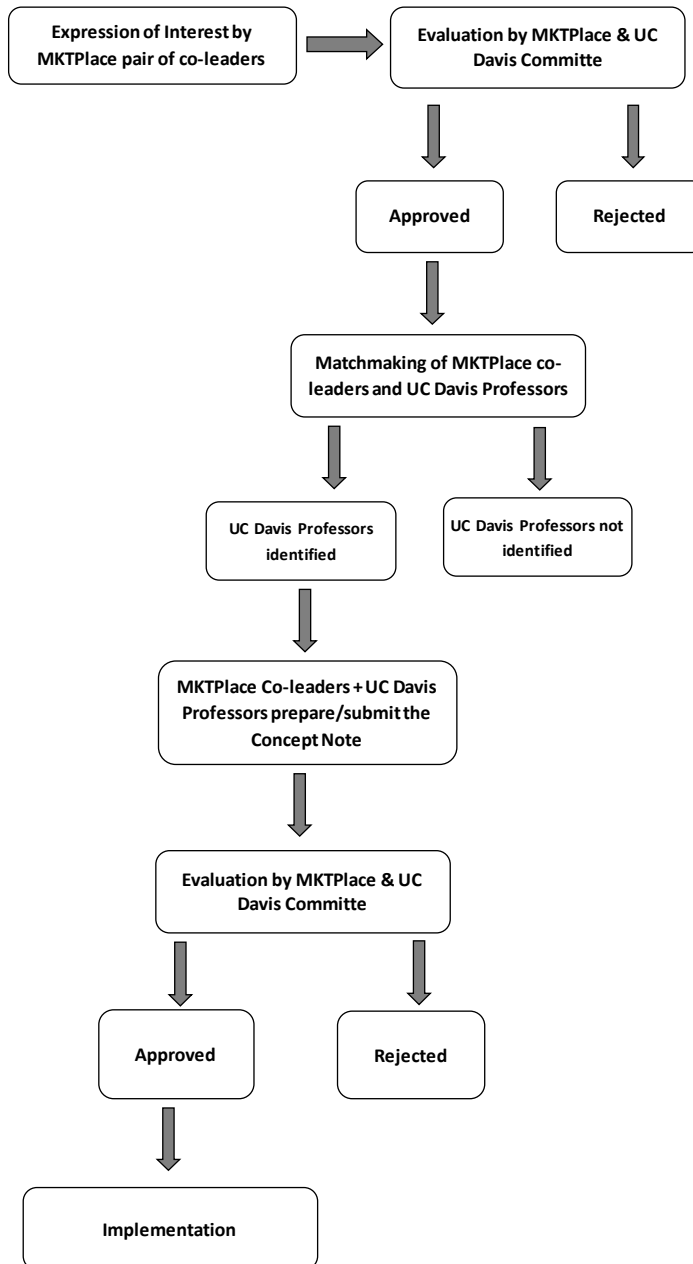
VII. KEY CONTACTS

UC Davis: Roberto Sainz (rdsainz@ucdavis.edu)

MKTPlace: Luciano Nass (luciano.nass@embrapa.br)

or contactus@mktplace.org

Annex 1. Call for Concept Note.



Annex 2. GUIDELINES FOR DEVELOPMENT AND SUBMISSION OF CONCEPT NOTES

An innovative partnership with the University of California - Davis to strengthen the Agricultural Innovation Marketplace

I. PRESENTATION

This initiative aims to establish partnerships between Researchers from UC Davis and the LAC MKTPlace project co-leaders to support the solution of specific problems that might arise during MKTPlace project implementation. The project co-leaders will be assisted by the Researcher to develop collaborative research activities and discussion aimed to overcome those challenges. The selected projects will have the opportunity to implement activities that can be up to two months of duration that may include but are not limited to work at either UC Davis or the project site.

II. ELEGIBILITY CRITERIA

Only co-leaders of ongoing MKTPlace projects in LAC countries can apply.

III. GENERAL GUIDELINES

- a. Funds will be made available for each selected project to cover travel costs, per diem, supplies and bench and other fees, if applicable;
- b. “Expression of Interest” and “Concept Note” must be written in English and in accordance with these guidelines in order to receive full consideration;
- c. A budget is not required for “Expression of Interest”;
- d. The call for Concept Notes will be permanently open and requests accommodated in accordance with demand by research projects and resource availability, and the existence of a UC Davis Researcher available to assist co-leaders to resolve the reported problem.

IV. FUNDING AND PROJECT LENGTH

Funding (between 20,000.00 and 40,000.00 dollars per selected project) will be granted with the maximum stay of project partners at UC Davis or project sites of up to two months.

V. SELECTION PROCESS

The process will have two steps:

Step 1. “Expression of Interest” must be written by LAC project co-leaders and it should be submitted to the Committee (via e-mail: contactus@mktplace.org). The Committee will evaluate it and it will identify one UC Davis Researcher to serve as co-leaders’ counterpart.

Step 2. The co-leaders and the identified UC Davis Researcher will be responsible for developing a “Concept Note”. The note should be submitted to the Committee (via e-mail: contactus@mktplace.org). The Committee will evaluate and select Concepts Notes to be supported by the initiative.

The Committee will evaluate the “Expression of Interest” and “Concept Note” according to the criteria outlined below.

VI. TEMPLATE FOR “EXPRESSION OF INTEREST” AND “CONCEPT NOTES”

Expression of Interest (*maximum of 1200 characters*):

- a. Brief description of the problem and its relevance.

Concept Note:

- a. Specific problem to be addressed (*maximum of 700 characters*);
- b. Objectives (*maximum of 500 characters*);
- c. Expected results (*maximum of 700 characters*);
- d. Methodology (*maximum of 700 characters*);
- e. Budget;
- e. Workplan.

VII. CONCEPT NOTE ASSESSMENT CRITERIA

The proposals will be assessed according to the clarity and precision points listed below.

- a. Problem definition;
- b. Objectives;
- c. Methodology;
- d. Expected results.

For further information on this initiative, please contact us via email at:

contactus@mktplace.org or

UC Davis, United States: Roberto Sainz (rdsainz@ucdavis.edu)

Marketplace, Brazil: Luciano Nass (luciano.nass@embrapa.br)