**Request for Proposals 2021**

Human Trafficking Research Initiative

Partnership, Piloting, and Seed Grants

Innovations for Poverty Action

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| **Title**  Indicate title of proposed project | **Country(ies)** |
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| **Principal Investigators & Implementing Organizations**  Please list the names and associated institutions of all investigators on the project. If applicable, please also list any implementing partners or other involved organizations. |
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Please fill in this form using Calibri 10 font, single spaced. Double-click on response boxes to mark your preference. Please refer to the [guidelines](https://www.poverty-action.org/publication/human-trafficking-research-initiative-rfp-seed-round-guidelines) for additional assistance in filling out the form. Submit this form along with other required attachments through our online portal at: <https://innovationsforpovertyaction.formstack.com/forms/htri_partnership_piloting_and_seed_grants_rfp>

**PROPOSAL**

Please try to respect the word limits for each section.

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| **Funding Type (max 100 words)** | |
| **Which type of funding are you applying for?** If applicable, please add any additional clarifying information below, such as dataset sources. | Travel/exploratory grant  Pilot  Existing data analysis/project idea building/literature review  Other \_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| **Project Snapshot/Abstract (max 400 words for grants below $10,000 and 800 words for grants above $10,000)** |
| Please briefly summarize the motivation, proposed activities, and major goals of this grant. Note: If your proposal includes analysis of existing data or desk research, please describe your analytical framework in detail. |
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| **Primary Research Questions. (max. 400 words)** |
| **What are the primary human trafficking questions you hope to answer? Why are these questions important and what gap do they fill in human trafficking research? Include how they are relevant to reduction of human trafficking.** What are the primary barriers or outstanding questions you need to address at this point in time? If applicable, please describe what constraints or knowledge gaps are preventing your team from being able to launch a viable large-scale project to answer your primary question of interest.  Piloting and exploratory seed grants are intended to support preliminary research and formative project development activities. The current proposal needs only to address the driving questions and the academic literature you hope to contribute to. At the exploratory stage, you do not need to include a detailed program or evaluation design that would come after the exploratory phase.  If you are applying for a grant for evidence analysis, please discuss the research topic. |
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| **Please select the anti-human trafficking category(ies) you will be researching:**  Prevention  Protection  Prosecution  Partnership  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Target Population (max. 75 words)**  Briefly describe the project’s location and/or the intended beneficiary population. |
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| **Please select all descriptors that apply to your target population:**  Victims of sex trafficking  Victims of forced labor  Adults  Children (under age 18)  **Sector/area of trafficking (e.g. mining, fishing, agriculture, entertainment, child begging):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Ethical Protections/Considerations (max. 300 words)** | |
| Please describe the ethical considerations relevant to your project and how you plan to manage them.  If you will be interacting with any people who may be victims of trafficking, outline how you will respond if it is disclosed, or you strongly suspect, that someone is being trafficked. |
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| **COVID and Other Feasibility Considerations (max. 100 words)**  Please discuss the overall feasibility of the project, including assumptions and risks. If you believe this project could be negatively impacted by COVID, please outline the risks and mitigation plan. |
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| **Vision of Your Future Project (max. 300 words)**  If applicable, please include information about the large-scale randomized evaluation, or other large primary research project, you intend to develop. | |
| **How do you see your research unfolding after the proposed research activity is complete?** We realize that applicants may be at a very early stage, but we want a sense of the what future research would look like based on the results of this proposed project. If you are at too early of a stage to provide this information, please describe some of the pathways you think the study could follow.  If you are applying for a grant to do evidence analysis, explain the value of the results to future policy makers as well as researchers designing studies. |
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| **Any Other Notable Consideration (max. 200 words)**  Please feel free to include any other information that possibly makes your partnership or research project more viable but does not neatly fit in any of the sections above. |
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| **Project Budget and Narrative** Please send a detailed budget separately. | |
| **Funding Requested from the Human Trafficking Research Initiative**  \* Please include the total requested in this line and provide details below. | USD |
| **Budget Detail:** |  |
| 1. **Personnel** | USD |
| 1. **Travel and Communication** | USD |
| 1. **Project Management: Other** | USD |
| 1. **Data Analysis** | USD |
| 1. **Data Collection** | USD |
| 1. **Intervention/Implementation Costs** | USD |
| 1. **Other Costs** | USD |
| 1. **Overhead** | USD |
| **Please provide a brief description of what is included in each budget category:** | |
| 1. **Personnel -** | |
| 1. **Travel -** | |
| 1. **Survey/intervention Costs (if applicable) -** | |
| 1. **Other Direct Costs -** | |
| 1. **Indirect Costs (maximum 10% or NICRA) -** | |

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| **Project Timeline** Please provide a tentative start and end date for the study. | |
| **Is your proposed project part of a larger ongoing project?** | Yes  No |
| **Tentative Project Start Date** (DD / MM / YYYY)  Studies should have a fieldwork start date no later than **September 30, 2021** (see guidelines for more information) |  |
| **Tentative Project End Date** (DD / MM / YYYY)  Note that should you receive an award, you will be expected to provide a progress report NO LATER than **December 31, 2021**. |  |

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| **Proposal Checklist**  Please make sure that your application is complete and upload the documents requested. | |
| **Upload completed application form.**  Please rename the file: “[PI last name]\_[Proposal title].pdf”  Acceptable file formats are: .pdf .docx .doc |  |
| **Upload a proposed budget detailing the major anticipated costs.**  In addition to the above please attach a budget proposal (feel free to use our Budget Template)  Please name each file: “[PI last name\_[Proposal title]\_Budget.xlsx’”  Acceptable file formats are: .pdf .xlsx .docx |  |
| **Upload CVs for all Principal Investigators on Project.**  Please name each file: “CV\_[PI last name].pdf’”  Acceptable file formats are: .pdf .docx |  |
| **Read the Terms and Conditions below.** |  |

For submission, rename this file: **“[PI last name]\_[Proposal title]”**

*Acceptable file formats are: .pdf .docx .doc*

Please upload this form together with the relevant supporting documents in a .**zip file** at: <https://innovationsforpovertyaction.formstack.com/forms/htri_partnership_piloting_and_seed_grants_rfp>

*If you have any trouble submitting online, please email this form together with the relevant supporting documents in a .zip file to:* [*ipa\_htri@poverty-action.org*](mailto:ipa_htri@poverty-action.org)

*Subject of email should be the same as the file name.*

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| General Terms and Conditions  If an applicant is awarded funding by IPA, the grant agreement may include clauses similar to the following, and the Grant Recipient must comply with them:  1. SPONSOR may review and approve materials produced for program implementation that concern respondent or beneficiary safety or wellbeing, including any training materials, awareness raising materials, and communications materials.  2. SPONSOR may review and comment on materials that are part of the design of the research project but do not directly concern respondent or beneficiary safety or wellbeing, including research plans, survey instruments and data analysis, and documents and materials on research analysis and findings, which will be made publicly available.  3. SPONSOR reserves the right to conduct a baseline assessment and/or rigorous independent evaluation of grant performance, to include the collection and analysis of timely and reliable data and information. SPONSOR has full responsibility for oversight of these evaluations to ensure an unbiased assessment of the grant activities. GRANT RECIPIENT is expected to cooperate to the fullest extent possible if selected for an assessment. No additional funds will be made available for your participation, but a SPONSOR evaluation should not add to GRANT RECIPIENT costs. IPA will notify the GRANT RECIPIENT in advance if their project is selected for an evaluation. To facilitate review and evaluation related to the performance activity, GRANT RECIPIENT shall, whenever appropriate, disclose relevant data and information. The results of the assessment may be used for the development of SPONSOR best practices, to document program impact, assess return on investment, and to assure accountability for the American people.  4. Information which might require special consideration with regard to the timing of its disclosure may derive from studies or research, during which public disclosure of preliminary invalidated findings could create erroneous conclusions, which might threaten public health or safety if acted upon. IPA may identify (based on agreement with SPONSOR) specific information and/or categories of information which the SPONSOR will furnish to IPA and GRANT RECIPIENT or that the GRANT RECIPIENT is expected to generate which is confidential. Such confidential information may be identified from time to time during the performance of the award. If it is established that information to be utilized under the award is subject to the Privacy Act, the GRANT RECIPIENT will follow the rules and procedures of disclosure set forth in the Privacy Act of 1974, and implementing regulations and policies, with respect to systems of records determined to be subject to the Privacy Act. Written advance notice of at least 55 calendar days will be provided to the IPA of the recipient’s intent to release findings of studies or research, which have the possibility of adverse effects on the public or SPONSOR, as described above. If IPA (based on response from SPONSOR) does not pose any objections in writing within the 55-calendar day period, the GRANT RECIPIENT may proceed with disclosure. Whenever the GRANT RECIPIENT is uncertain with regard to the proper handling of material under the award, or if the material in question is subject to the Privacy Act or is confidential information subject to this Provision, the recipient shall obtain a written determination from IPA (based on written determination from SPONSOR) prior to any release, disclosure, dissemination, or publication.  5. Any publications or articles resulting from the award must acknowledge the support of the SPONSOR and include a disclaimer of official endorsement as follows: “This [article] was funded [in part] by a grant from the SPONSOR. The opinions, findings and conclusions stated herein are those of the author[s] and do not necessarily reflect those of the SPONSOR”. The GRANT RECIPIENT must ensure that this disclaimer be included on all brochures, flyers, posters, billboards, or other graphic artwork that are produced under the terms of the award.  6. SPONSOR reserves a royalty-free, non-exclusive and irrevocable right to reproduce, publish, or otherwise use the work for SPONSOR purposes, and to authorize other entities, including other non-Federal entities, to do so. In addition, the SPONSOR has the right to obtain, reproduce, publish, or otherwise use data produced under a SPONSOR award.  7. All international travel charged to this an award must be on an American flag carrier. If travel was on a foreign flag carrier, a statement justifying the use of a foreign flag carrier, which meets one of the exceptions cited in the "Fly America Act", must be included with the financial report. Travel on foreign flag carrier, which does not meet one of the exceptions of the Act, will be disallowed.  8. None of the funds made available herein may be used to promote, support, or advocate the legalization or practice of prostitution. Nothing in the preceding sentence shall be construed to preclude assistance designed to combat trafficking in persons, including programs for prevention, protection of victims, and prosecution of traffickers and others who profit from trafficking in persons, by ameliorating the suffering of, or health risks to, victims while they are being trafficked or after they are out of the situation that resulted from such victims being trafficked.  9. GRANT RECIPIENT certifies that, to the extent practicable, persons or entities providing legal services, social services, health services, or other assistance have completed, or will complete, training in connection with trafficking in persons.  10. Funds provided under an award are subject to Section 620M of the Foreign Assistance Act of 1961, as amended, a provision titled “Limitation on Assistance to Security Forces” (the “Leahy Amendment”). Accordingly, none of the funds under this award may be used to provide training or other assistance to any unit or member of the security forces of a foreign country if the Department of State has credible information that such unit or individual has committed a gross violation of human rights. In signing an award, the GRANT RECIPIENT agrees to exercise due diligence to ensure compliance with the Leahy Amendment provision and Department of State policy, and to cooperate with the Department of State in implementation of the requirement. The Department of State implements the Leahy Amendment requirements by vetting units or individuals proposed for training or other assistance to check for credible information of a gross violation of human rights by such units or individuals. To facilitate Department of State vetting, the Recipient must provide a set of information for proposed participants at least sixty (60) calendar days prior to commencing award activities. The GRANT RECIPIENT must collaborate with the relevant U.S. embassy on a case-by-case basis to determine if the Leahy requirement applies to specific activities or proposed participants. Individuals who are not members of the security forces but who participate in activities under the award (e.g., politicians, academics, etc.) generally do not need to be vetted. Submission Deadline: Each candidate must be cleared under Leahy vetting in advance of participation in activities funded under this award. The vetting process typically takes approximately one month but may take longer if there are a large number of candidates or if issues arise. Thus, all information on proposed candidates must be received by the embassy at least sixty (60) days in advance of the training event or other activity. The GRANT RECIPIENT agrees that it will not include any security forces candidate in training or other activities funded under this award until the State Department advises that the candidate has cleared Leahy vetting and is approved for participation.  11. GRANT RECIPIENT shall comply with the Department of State Standard Terms and Conditions for Federal Awards, as applicable. Electronic copies containing the complete text are available at: https://www.state.gov/wp-content/uploads/2019/10/U.S.-Department-of-State-Standard-Terms-and-Conditions-10-01-2019508.pdf  12. GRANT RECIPIENT will be responsible for reporting on progress as in a format to be provided by the HTRI Program on a schedule to be determined by mutual agreement. Progress reports must contain a comparison of actual accomplishments to the objectives of the award established for the period. This should include information on how costs are tied to accomplishments, the reasons why established goals and targets were not met, if any, and additional pertinent information including an analysis and explanation of cost overruns or high unit costs.  13. GRANT RECIPIENT will submit a budget in detail along with a written justification sufficient to determine the need and reasonableness for the proposed costs. Indirect costs will not be allowable charges against the award unless specifically included as a line item in the approved budget for the award. Indirect cost recovery for any actual indirect costs incurred by the recipient which are greater than the indirect cost line item in the approved award budget is limited up to the award amount. A non-profit organization which has not previously established an indirect cost rate with a Federal agency, that believes the Department of State should be its cognizant agency, shall submit its initial indirect cost proposal immediately after the organization is advised that the award will be made and, in no event, later than three months after the effective date of the award. For all NICRA and indirect rate inquiries please contact AQM-NICRA@state.gov.  14. GRANT RECIPIENT may charge to the award only allowable costs as incorporated in the approved budget. Reporting of expenses will be at the major category level with a frequency to be determined by mutual agreement between the parties. Any variance between major categories of 10% or greater must be explained in writing and approved by the HTRI Program.  This list is not exhaustive and subject to change. The Grant Recipient may be required in the grant agreement to comply with other requirements from IPA and IPA’s prime donors. |