

Step 6: Peer Review

CCARDESA organizes a peer review process to ensure that the R&D project proposals meet certain minimum levels of quality. For each commodity/commodity group, a peer review panel consisting of two to three experts assess the proposals. Experts are drawn from within and outside the SADC region.

Step 7: Agreement on R&D Sub-Project Implementation

The proposed partners in R&D projects formally indicate their intention to participate by having an authorized representative sign the MOU cover page. By doing so, the proposed partners commit to financing the activities described in the R&D project proposal and meeting all implementation obligations.



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AGRICULTURAL PRODUCTIVITY PROGRAMME FOR SOUTHERN AFRICA (APPSA)



APPSA R&D Sub-Project Cycle



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All R&D sub-projects are subject to quality review through a peer review process. The R&D sub-projects are selected through joint national and regional planning meetings where priority themes of common interest among APPSA countries are identified. The R&D sub-projects follow a two-tier approach:

- (i) concept development for initial selection, and
- (ii) full proposal for selected sub-projects.

All R&D sub-projects are invited through a call for proposals mechanism. The call for proposals and selection of R&D sub-projects follow the following steps.

Step 1: National Planning

One or more consultations are organized by each country coordination unit, bringing together the principal stakeholders involved in research, training, and dissemination. The results of these consultations are incorporated into a draft country Annual Work Plan (AWP) with a budget that covers all APPSA components including priority themes for R&D projects that have received endorsement at national level.



Step 2: Concept Note Development at National Level

Concept notes are based on a standard template of 2-3 pages and should identify: the focal point (Principal Investigator) for the R&D project; other participating partner(s); and indicative research activities and budgets. The R&D project concept notes should be endorsed at national level.

Step 3: Regional Planning and Concept Note Endorsement at Regional Level

CCARDESA convenes regional planning meetings of technical staff during which concept notes are finalized in consultation with other country partners and the final list of R&D projects selected. Participants in the meetings agree on R&D projects to be implemented.

Step 4: Concept Incubation

Principal Investigators (PIs) and Co-Principal Investigators (Co-PIs) have access to additional resources to improve the quality of their approved concept note into detailed proposals through targeted scoping studies to identify new technologies, mechanization, use of digital technologies (mobile apps, etc.), integration of dissemination strategies, and farmer-feedback mechanisms, value chain analysis, etc. Step

Step 5: R&D Sub-Project Proposals Preparation

Teams proceed to develop the full project proposals with detailed budgets, using an agreed template. The proposals should describe:

- (i) research/dissemination objective(s),
- (ii) detailed activities and inputs with cost estimates and timelines,
- (iii) arrangements for implementation including individual roles and responsibilities,
- (iv) expected outputs and outcomes,
- (v) detailed results and supporting technical/scientific information.

