

## APPENDIX I

### CONCEPT NOTE: FORMAT AND EVALUATION

Call for Proposals is now in two stages: first, the submission of a Concept Note that briefly describes the research project idea or concept; next, submission of the full application form after initial evaluation. These concept notes will be evaluated; and the best concept notes will be selected and the successful submitting researchers will be asked to submit the full Application Form. The quality of the Concept Note is most vital.

In the Concept Note you will submit an analysis of current situation and a chosen strategy, leaving the more detailed project development information for development of the full proposal after you have been selected to submit a full proposal. Your project idea, however, should be well thought through before you start completing the Concept Note. This is very important. So take the time to develop the project idea as well as you can.

In the Concept Note, researchers will basically:

- ✓ Present the problem the project will focus on;
- ✓ Describe the project objectives;
- ✓ Describe all groups that will benefit from the project;
- ✓ Discuss the project results (or what is expected to be accomplished through the project);
- ✓ Describe the type of activities that are planned within the project;
- ✓ State the estimated funding requested from NRF

In consequence of the above, the Concept Note is to be presented using the format indicated below.

#### FORMAT FOR CONCEPT NOTE

- i. Title of Proposed Research
- ii. Thematic Area
- iii. Background to the Research
- iv. Statement of the Problem
- v. Objectives of the Research
- vi. Research Questions
- vii. Literature Review
- viii. Theoretical Framework
- ix. Research Methodology

- x. Expected Results
- xi. Innovation: How different it is from other or earlier projects?
- xii. Estimated budget
- xiii. References (not more than 5)
- xiv. Research Team (Name/Rank/Highest Qualification/Area of specialization)

**EVALUATION SHALL BE BASED ON:**

- Significance of research
- Potential for scientific breakthroughs/ Disruptive Innovation
- Technical competencies of research team
- Potential impact / Relevance to Nigeria