

CALL FOR PROPOSALS FOR RESEARCH GRANTS
on
**COLLABORATION BETWEEN LOCAL AND HUMANITARIAN ACTORS IN URBAN HUMANITARIAN
RESPONSE**

Closing date: 23rd November, 2015 at 12 noon, GMT

The International Institute for Environment and Development (IIED) invites proposals for original research projects which can contribute to an improved understanding of the ways in which local actors, including municipalities, other government agencies, and local civil society, can collaborate with humanitarian actors for a more effective humanitarian response in urban contexts.

Background: With funding from DFID, the IIED Urban Crises Learning Fund seeks to fill evidence gaps through primary research, reflecting on past humanitarian responses, developing new tools, and learning from experiences in other fields. By engaging humanitarian agencies in the process of research and learning, alongside urban stakeholders from municipal officials to civil society, the Learning Fund seeks to contribute to a more in-depth understanding of how the humanitarian sector can most effectively operate in urban contexts and work with urban actors – an imperative in an increasingly urban world facing both slow- and fast-onset crises, from food shortages to conflict and natural disasters. A series of thematic calls for research proposals will be launched throughout 2015-2016, with the aim of supporting innovative thematic and regional research on key issues shaping humanitarian responses in urban areas. This will include research and learning to provide the necessary conceptual frameworks and understanding to inform the activities and responses by the ‘operational’ organizations, and to synthesise outputs into useable lessons for local governments, national and international NGOs, and bilateral funding agencies. Further details of the Urban Crises Learning Fund and existing publications can be found at www.iied.org/urban-crises-learning-fund

Guidelines: IIED is now seeking to receive proposals for research projects which can contribute to the goal of improving humanitarian response in urban contexts. This is the first of four planned thematic calls for proposals, with the next calls to be released in 2016. **The focus of this call is on examining the ways in which local actors and humanitarian actors can collaborate in the context of an urban humanitarian response, and the opportunities and challenges offered by such collaboration.** There are no geographical restrictions on the study locations, nor on the type of humanitarian crisis being addressed, as long as proposed studies contribute new evidence and understanding to the topic.

Indicative topics or themes might include, but are not limited to:

- a) Documenting case studies of local experiences of collaboration between local actors (municipal actors, other government actors, civil society actors – including NGOs, community groups, academia, private sector and local media amongst others) and humanitarian agencies in a situation of urban humanitarian response (including crises arising from disasters, conflict, and protracted displacement), in order to highlight opportunities, challenges and lessons learnt;

- b) Examining the ways in which collaborative approaches can support processes of identifying and supporting the most vulnerable groups in a crisis situation, or otherwise ensuring more effectively targeted and delivered response;
- c) Consideration of the conditions, such as broader institutional frameworks or systems, which enable effective collaboration between humanitarian actors and local actors in the context of crisis response;
- d) Proposing approaches or frameworks that can most effectively support collaboration between local actors and humanitarian agencies.

The research should be framed in such a way that it is of relevance to local governments, national and international NGOs, and other actors in the field of urban humanitarian response. Research proposals that involve collaborations between researchers, practitioners, local civil society and government agencies are especially encouraged.

Further information:

- We expect to fund between 3-5 projects with budgets in the range of 15,000-30,000 GBP per project in this first call.
- Successful applicants will be expected to produce a working paper (up to 15,000 words) and a policy briefing paper (2,000 words) to be published in English as an IIED product (with appropriate co-branding as relevant).
- IIED will facilitate a process of review of the working papers and will provide editorial support in the publication process.
- We expect each research project to last between 3-6 months, with an expected contract start date of 15 January 2016 and completion and publication of research outputs by September 2016.
- We encourage collaborative research projects where local partners play a substantial role in the study process.

Submission process: Proposals should be sent to Diane Archer by email (diane.archer@iied.org) not later than **12 noon GMT on 23rd November 2015**. Submissions should be in the form of a brief proposal (not more than 5 pages) outlining the following:

- Objectives of the research, background information and policy relevance
- Methodology
- Key partners and research team composition
- Anticipated outputs (type e.g. working paper, policy brief, academic journal paper, other)
- Summary of relevant research and/or operational experience (not more than 1 page)
- Other relevant information
- Proposed budget narrative

Proposed budget: please provide an indicative budget in Excel format using the following outline categories as applicable, providing additional detail for each category as appropriate. You are welcome to add or remove categories as needed. Please also include a narrative to explain as necessary any overhead rate and justification, staff rates justification, management/admin time justification, and travel costs policy (up to 600 words).

Budget line (please include only relevant budget lines)	Unit and quantity	Cost
1. Staff costs 1.1 Staff member (named) 1.2 Staff member (named) 1.3 Other	X days at X GBP per day	
2. Research costs 2.1 Training 2.2 Data collection, entry and analysis 2.3 Report writing 2.4 Other e.g. translation	X unit at X GBP per unit	
3. Workshop costs 3.1 Facility hire 3.2 Meals 3.3 Accommodation 3.4 Other	X unit at X GBP per unit	
4. Travel costs 4.1 Airfare 4.2 Domestic transport 4.3 Accommodation 4.4 Other	X unit at X GBP per unit	
5. Other expenditures	X unit at X GBP per unit	
Total planned expenditure		

Please note that disbursements will usually be made as follows: 30% on signing the contract, 40% at an agreed point in the project, and 30% on satisfactory completion of the project. However, there may be room for flexibility in this depending on the type of costs and the lengths of the projects. Disbursements should be made to a registered institution or organisation (e.g. university, NGO) not to personal bank accounts.

Selection process: proposals will be reviewed by a panel on a competitive basis. Applicants will be contacted in early January 2016.

For further information please contact Diane Archer at IIED: diane.archer@iied.org