

LARGER RESEARCH GRANT (LRG) APPLICANT GUIDE 2021 – 2025



Contents

About STEG	2
Larger Research Grants	3
Summary	3
Country and Policy Relevance	3
Eligibility	3
PhD Students/Candidates	4
COVID-19 Impacts	4
Grant Contracts	4
Call and Grant Timeline	5
Evaluation and Selection	6
How To Apply For An LRG	8
Preparing Your Application	8
How To Apply Online	10
Create an Account	10
Applying to an LRG	11
Resubmitting a Proposal	13
Successful Applicants	14
LRG Frequently Asked Questions	15
Applications	15
Budgets	16
Contracting	17
Anney	12



About STEG

The <u>Structural Transformation and Economic Growth</u> (STEG) programme pursues a research agenda that aims to provide a better understanding of structural change, productivity, and growth in lowand middle-income countries.

The objective of STEG is to fund cutting-edge that could be published in leading academic journals while simultaneously being relevant to the policy dialogue in low- and middle-income countries.

Any comparison of low-income countries and developed economies immediately points to striking differences in their structural features. Relative to the advanced economies, the least developed are disproportionately rural and agrarian, more reliant on self-employment and small-scale subsistence production, and less integrated into local, national, and international markets. Economic growth is critical for sustained poverty reduction in low-income economies, but it will surely involve dramatic shifts in the structure of economic activity. A research programme which can inform policies for structural transformation must address a variety of issues and incorporate a variety of approaches.

STEG therefore pursues a range of approaches that promise to produce credible research useful for policymaking and to support research related to different aspects of structural transformation.

Research may focus on broad systemic patterns and processes of structural transformation and growth for low-income countries, in a comparative sense across time or space, or more narrowly defined topics related to one or more of the following six research themes:

- Data, measurement, and conceptual framing
- Firms, frictions and spillovers, and industrial policy
- Labour, home production, and structural transformation at the level of households
- Agricultural productivity and sectoral gaps
- Trade and spatial frictions
- Political economy and public investment

STEG is also focused around three cross-cutting issues that are simultaneously relevant to many areas of structural transformation, including the six research themes:

- Gender
- Climate change and the environment
- Inequality and inclusion

Research proposals speaking to these issues in the context of structural transformation will receive particular consideration.

The six research themes and three cross-cutting issues are organising principles for funding calls, grant application evaluations, and workshop topics but these are not exclusive lists of themes and topics. Other areas of interest may not fit cleanly into any of the themes but are centrally relevant to STEG and are also encouraged. Examples include multi-sector analyses of growth, the effects of demographic change, the role of skills and human capital, the growing relevance of the digital economy, public finance and its relation to long-term growth, and the importance of infrastructure investments and management. Conversely, it is important to note that the themes are interrelated with some important topics spanning multiple themes. For example, informality is important to both firms (theme 1), labour (theme 2), and public finance (theme 5).

More information on our research themes and cross-cutting issues can be found in our Research Strategy, available at the bottom of this document or this webpage.



Larger Research Grants

Summary

Larger Research Grants (LRGs) are awarded up to the value of £100,000. They are designed to fund research that cannot be covered by our Small Research Grants (SRGs). Applicants must justify the additional time and resources that they are requesting relative to the smaller SRGs, which are STEG's primary research funding vehicle.

LRGs can fund research assistance, data collection and/or purchase, and teaching buyouts, or relevant remuneration practices, for the principal investigator and co-investigators from partner institutions. Grants also support travel to field sites, even when secondary data is utilised. We view this kind of travel (with the possibilities for field visits and conversations with policymakers) as particularly important for researchers who lack prior experience in the countries that they intend to study. Please note that cost effectiveness and value for money are important evaluation criteria and submitted budgets must adhere to the LRG Budget Guidelines, available at the bottom of this document or this webpage.

In principle, LRGs cover the same substantive areas, questions, and methodologies as SRGs. However, they are meant for projects, which have greater financial needs due to, for example, greater time requirements, data or research assistance costs. Commensurate with these greater budgets, they are expected to produce either multiple outputs or more fundamental contributions.

Country and Policy Relevance

Please note that an important criterion for funding of proposals is the relevance to policy in low-income countries, particularly in sub-Saharan Africa. Proposals focused on middle- and/or high-income countries need to make a clear case for the relevance of the research to policy in specific low-income countries. Proposals are also evaluated on the extent to which the research findings (including those from comparative work or from studies in other geographies) might be relevant to policy in specific sub-Saharan countries.

All funded projects, regardless of location, will have to discuss within their final report and research note (see below) the potential lessons for policymakers in low-income and sub-Saharan countries.

Eligibility

We welcome applications to our LRG calls from researchers all over the world, and encourage applications that propose collaboration between researchers from lower- and higher-income countries.

In view of the current political situation and the imposition of economic sanctions on various Russian entities by Western governments, we are not currently able to accept proposals for projects that include researchers or members of the research team who are based at Russian institutions.

Principal investigators applying to LRG calls should currently have a PhD or be enrolled in a PhD programme. Although there are no formal qualification requirements for co-investigators, co-investigators on STEG-funded projects usually have a PhD or are enrolled in a PhD programme. The knowledge, expertise, and qualifications of the entire research team will be taken into account when evaluating the proposal.



PhD Students/Candidates

We welcome submissions from PhD students to our regular LRG calls. However, given the scale of funding of our LRGs, all applicants will be assessed on their capability and experience in conducting data collection and research more broadly at this scale. We anticipate that PhD students applying on their own may struggle to compete with more established researchers. As a result, we encourage PhD students to apply as part of a team alongside more senior co-investigators, which may help to demonstrate the project's feasibility and credibility. For all PhD students acting as principal investigators, we require a letter of support from your PhD supervisor no later than two weeks after the deadline. A PDF of the letter can be sent to the STEG Team at steg@cepr.org.

For the advisor: Please discuss the feasibility of the research proposal, the intellectual support which the student will receive from advisors and others, an assessment of the student's ability to carry out the research, and of the student's longer-term potential as a researcher.

COVID-19 Impacts

Researchers whose proposals rely on face-to-face surveys or interactions should clearly discuss the implications for the project of potential delays, and the alternatives to face-to-face fieldwork, in the event that the fieldwork is delayed by COVID-19. This can be included in the methodology section of the proposal template. Any fieldwork will need to be cleared by the researcher's university and, where possible, in-country IRBs. Decisions on fieldwork should follow the advice of governments. Finally, any proposal that includes face-to-face interaction should also briefly make clear how the researchers intend to ensure the safety of researchers and any participants involved in the study.

Grant Contracts

LRGs are designed to be **contracted directly with an institution.** The principal investigator for the project can select the institution; this does not need to be their 'home' institution.

Proposals may be submitted by 'eligible' institutions and organisations. An eligible institution:

- is a legally registered entity in its home country;
- is not bankrupt or being wound up, is not having its affairs administered by the courts, has
 not entered into an arrangement with creditors, has not suspended business activities, is not
 the subject of proceedings concerning those matters, and is not in any analogous situation
 arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted by a judgement for fraud, corruption, involvement in criminal organisations, or any other criminal activity or breach of relevant law;
- has fulfilled its tax obligations, obligations relating to the payment of social security contributions, or obligations relating to the treatment of employees.

Joint proposals from consortia of institutions are accepted provided that they have an appropriate legal arrangement via an MOU or sub-contractual agreements between parties, with only one lead institution and one principal investigator. Partners are expected to sign a Consortium Agreement before the start of the project. CEPR is not a party to Consortium Agreements and does not establish the terms and conditions of such agreements.

In some (exceptional) circumstances, it may also be appropriate for CEPR to administer the project on behalf of the researcher, i.e. for CEPR to act as the host institution, for example, where a host



institution is unable to satisfy the necessary eligibility or evaluation criteria, whilst the researchers' credentials and expertise are considered of sufficiently high quality to undertake the research.

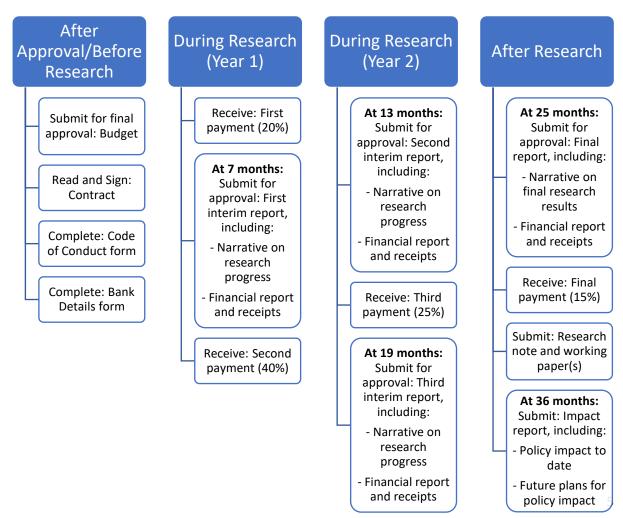
While we try to remain as flexible as possible, the grant contracts were approved with the FCDO and therefore are non-negotiable. Please look at our contract template, available at the bottom of this document or this webpage, before applying.

Call and Grant Timeline

We aim to issue funding decisions within three months of call deadlines. Successful proposals are then announced on the STEG website, together with a description of the work supported, no later than one month after contract signature. The call timeline is outlined below:

Month	Activity
Month 0	LRG call is issued
Month 2	Submission deadline for LRG call
Month 3	Stage one and two of evaluation
Month 4	Stage three and four of evaluation
Month 5	Final decisions returned
Month 6	Contracts signed for successful projects and announcements on STEG website

An LRG is intended to be completed within 24 months. Please note that contracts should be signed within one month of the return of the final decision, which is also the expected project start date. The grant timeline is outlined below:





Evaluation and Selection

LRG proposals are considered via a four-stage procedure.

Stage 1: Proposals for submitted LRGs are first checked for completeness by the Project Implementation and Uptake Team, and the supporting documentation are verified. Proposals that are materially incomplete or cannot be verified are rejected as ineligible at this stage. The STEG Research Officer performs a first assessment of proposal quality to check that proposals are "within scope" and pass a minimum quality bar. They then pass all proposals and their comments to the Chair of the Academic Steering Committee and Head of Commissioning (CASC) who creates a longlist, based on the following criteria:

- Quality of the proposed research
- Relevance to policy
- Feasibility and credibility of the proposal
- Value for money
- Contributions to expanding the field

A more detailed breakdown of these criteria and their respective weightings can be found below.

EG LRG EVALUATION CRITERIA	Points
Quality of the proposed research	3
Significance and clarity of the research question	
Connection to STEG's research themes and cross-cutting issues	
Knowledge of relevant literature and clear statement of the research contribution	
Clarity of the analytic approach and conceptual/theoretical framework	
Methodology and its appropriateness to the research question	
Relevance to policy	2
Identification of a specific policy problem or opportunity	
Demonstrated knowledge of the geographic, historical, and political context relevant to the	
research setting	
Clear discussion of potential users of the research and possibilities for research impact	
Potential for policy uptake	
Feasibility and credibility of the proposal	2
Access to relevant data and/or research tools	
Demonstrated knowledge, expertise, and qualifications of researcher(s)	
Note: If doctoral student, this criterion should also include the knowledge, expertise, and qualifications of the named supervisor(s)	
Justification for project duration and scale relative to a Small Research Grant	
Note: SRGs are grants up to 12 months in duration and £25,000 in funding	
Plausibility of timelines	
Value for money	-
Value for money, including resource allocation across different components of the budget	1
Contributions to expanding the field	
Contributions to expanding the field in terms of size, scope, or diversity	



Stage 2: The CASC then passes on the longlisted proposals to external evaluators. In this stage, the evaluators review the three-page proposal summary, the CV of the principal investigator and the budget. After reviewing this material, evaluators are asked to provide a short review and rating of the proposals. Each proposal is sent to two evaluators unless the CASC decides that the proposal falls below a minimum quality threshold, in which case the proposal is sent to only one external evaluator. From these evaluations, a shortlist of proposals is decided.

Stage 3: Shortlisted proposals are each assigned to two evaluators for a more detailed review of the full proposal. In this stage, each evaluator reviews only one proposal and provides a full report on the entirety of the proposal. These longer reviews comprise:

- Grades for each of the evaluation criteria
- A short comment substantiating each grade

Stage 4: The CASC then appoints a Grants Selection Panel (GSP), including the second round of external evaluators, to discuss the shortlisted proposals together. Each panel member is responsible for leading the discussion of two or three proposals during the panel meeting and drafting an evaluation report that is returned to applicants as feedback at the end of the process.

After the GSP meeting, the STEG Research Director and CASC prepare and submit a finalised list of proposals to the Programme Management Group (PMG). The PMG considers the list and confirms the proposals to be funded.



How To Apply For An LRG

Preparing Your Application

You need to prepare the following material for your application for an LRG in advance of accessing the online application portal. Please note that you must use the templates provided at the bottom of this document or this webpage for the proposal and budget.

- Project title
- Project abstract
- Contact details and CVs for all investigators (referencing, in particular, similar projects led by the investigators and any relevant publications)
- Proposal summary. The proposal summary template can be found at the bottom of this
 document or this webpage. This is a brief description of the project and should include a
 discussion of each of the following elements. The total length of the proposal summary
 should not exceed three pages with a minimum font size of 11 and single spacing.
 - Introduction
 - Methodology
 - o Policy impact plan
 - Relevance to STEG
 - Expected outputs
- Proposal. The proposal template can be found at the bottom of this document or this webpage. This is the main and complete description of the project and should include a discussion of each of the following elements. The total length of sections 1, 2 and 3 should not exceed 15 pages with a minimum font size of 11 and single spacing.
 - Scientific quality
 - Abstract
 - Motivation
 - Methodology
 - Relevance to STEG research agenda, research themes, and cross-cutting issues
 - Detailed workplan
 - Expected outputs
 - Contributions to expanding the field
 - Policy impact plan
 - Potential users
 - Potential uses
 - Outreach strategy
 - Policy outputs
 - Relevance to low-income countries
 - Monitoring impact
 - Implementation
 - Management structure
 - Dissemination
 - Budget narrative
 - o Participants
 - Other funding
 - Ethics
 - Privacy



- Intellectual property rights
- Open and enhanced access to research outputs
- Budget. The budget template and guidelines can be found at the bottom of this document or this webpage. This provides a detailed breakdown of how the funds will be used under the grant.
- Coordinating institution verification documentation. Templates can be found at the bottom of this document or this webpage.
 - Legal status form: a copy of an official document from the coordinating institution (such as a company register) that shows the name of the legal entity, the address of the head office, and the registration number given to it by the national authorities.
 N.B. unlike the other three forms, there is no template provided by STEG for this document.
 - Legal representative form: this form should be filled and signed by the person legally authorised to represent the coordinating institution. It must be printed on the coordinating institution's letter head and include an official organisation stamp.
 - Declaration of eligibility form: the legal representative of the coordinating institution must sign a declaration that the coordinating institution is not in any of the situations listed in the document.
 - Financial identification form (including copies of the most recent bank statement and a copy of the certified annual accounts): this form should be filled and signed by a representative of the coordinating institution. N.B. this does not need to be the legal representative.

Keywords

Our <u>LRG Frequently Asked Questions</u> can help provide answers to many of the questions you may have when preparing these materials and submitting your application. Once prepared, we recommend reading our <u>'How To Apply Online' guide</u> to take you through the <u>online application</u> portal.

Before submitting your proposal, you will also need to you have read STEG's <u>Code of Conduct for Researchers</u> and CEPR's <u>Conflict of Interest Policy</u>, <u>Fraud, Bribery and Corruption Policy</u> and <u>Privacy Policy</u>. All grantees are required to adhere to these policies.

Proposals (including all supporting documents) must be submitted in English. Where any required supporting document cannot be obtained in English, a translation verified and approved by an official authority must be submitted.

All financial information contained in the proposed budget must be expressed in pounds sterling (GBP). Awards are specified, and grant payments are made in pounds sterling (GBP).

Eligibility, financial and legal documents submitted as part of a proposal may be passed to external advisors by the STEG Programme Team for verification. Candidates will be deemed to give their consent for such transmission and external verification through the submission of their proposal.

All costs incurred by the applicant in the course of the submission process/application procedure must be borne by the applicant. STEG does not provide financial assistance to applicants.

All necessary documents for your proposal can be found at the bottom of this document or <u>this</u> <u>webpage</u>.



How To Apply Online

Create an Account

All proposals must be submitted online through our online application portal, <u>CEPR Hub</u>. In order to access the application form, you must first create an account.



your password



Once you have signed up, you must verify your account through an email sent to your email address.



Thank you for signing up. Please verify your email address by clicking the following link:

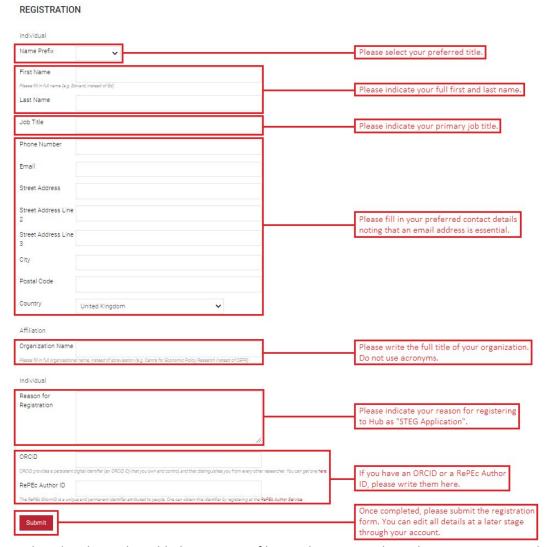
Confirm my account

If you are having any issues with your account, please don't hesitate to contact us by replying to this mail.

Thanks! CEPR.ORG - Hub / STEG / PEDL / VoxEU / VoxDEV



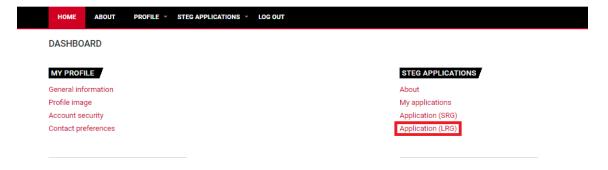
Once you have confirmed your account, you must complete the registration form.



Further details can be added to your profile at a later stage through your account, such as a short biography and a profile image, which will both be visible on our website if your application is successful.

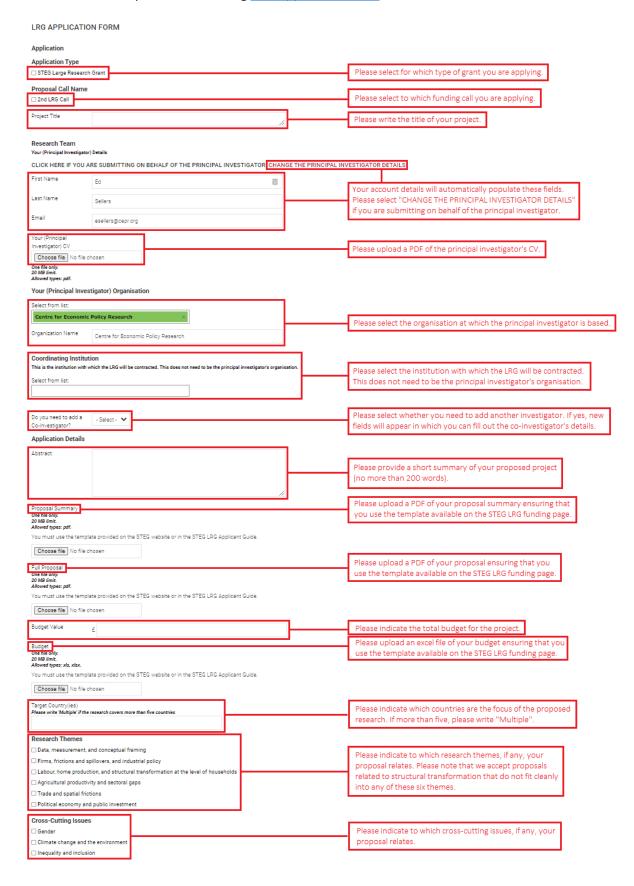
Applying to an LRG

Applications to LRG calls can be made through the <u>LRG Application Form</u>. This can also be accessed by selecting "Application (LRG)" through your Hub dashboard.

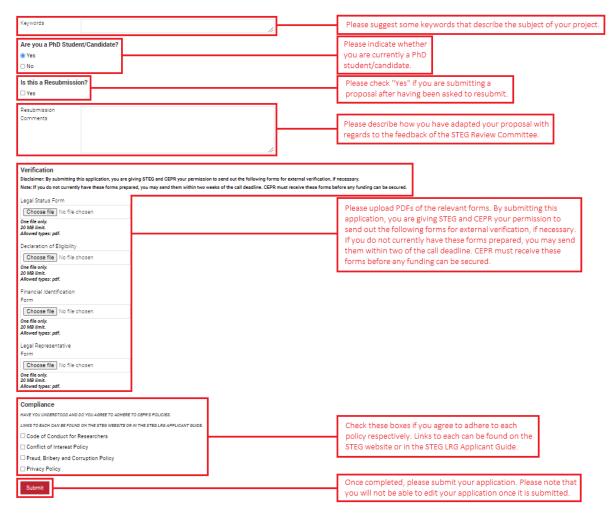




You must then complete the following <u>LRG Application Form</u>.







All information submitted must be complete and all proposals and budgets must use the templates provided at the bottom of this document or <u>this webpage</u>. Proposals that fail to use the correct templates or that have missing or false information or documents containing misrepresentations of facts will be rejected.

Upon submission of your application, you should receive a confirmation email. Please note that if you have only very recently created an account, you may not receive the email confirming receipt of your application. If this is the case, please do not resubmit your application but contact the STEG Team at steg@cepr.org to confirm submission.

If you have any other issues with the application process, please contact the STEG Team at steg@cepr.org.

Resubmitting a Proposal

Resubmissions take place via invitation only. If you are invited to resubmit your proposal, revised proposals can be resubmitted in any future round. During resubmissions you must specify that the proposal is a resubmission by checking a tick box under "Resubmission" in the application form, and include details of the changes made to your proposal in the "Resubmission Details" text box.



Successful Applicants

Successful applicants are expected to report their progress on a regular basis. The progress of LRGs is monitored through a system of interim and final reports. Three interim reports are required at six-month intervals during the project with a final report required within one month of the end date of the project. The reports are reviewed by the STEG Team, and approval will be necessary for the further disbursement of funds. The interim reports should include:

- A non-technical summary of the project
- Completed activities
- Planned activities
- Research findings
- Policy impact
- Outputs and dissemination activities
- Financial report

The final report should include:

- A non-technical summary of the project
- Completed activities
- Remaining activities
- Methodology
- Research findings
- Policy impact
- Outputs and dissemination activities
- Financial report

Upon completion and approval of the final report, and once final analysis has been undertaken, projects are also required to produce a policy brief to join the STEG Research Note series. This is a three- to five-page summary of the project designed to inform policymakers of the research that STEG undertakes. The research note should be prefixed by a short abstract. The main body of the note should discuss in greater depth the:

- Research question and motivation
- Policy context and background
- Methodology (including any data collection)
- Main findings
- Policy impact
- Next steps

LRGs also submit an impact report one year following the closing of the project. The impact report provides a measurement of and report on the dissemination and impact of the policy-relevant research carried out during, and in the year after, the project. The impact report should include:

- A non-technical summary of the project
- Engagement with policymakers
- Outputs and dissemination activities
- Project impact to date
- Future plans for policy impact

Templates for interim, final and impact reports can be found at the bottom of this document or <u>this</u> <u>webpage</u>.



LRG Frequently Asked Questions

Applications

How can I apply for a Larger Research Grant?

Applications for an LRG should be submitted through the <u>CEPR Hub</u>. Instructions on what to do before and while applying are available <u>here</u>.

Who can apply for a Larger Research Grant?

STEG invites applications from researchers located anywhere in the world.

Are there specific affiliation requirements?

There are no strict affiliation requirements for individuals applying for LRGs. Please note, however, that these grants are intended to fund academic research rather than supporting programmes.

Can I apply as a team?

Yes, you may apply as a team. Indeed, we encourage collaboration between academics and incountry specialists. However, only one researcher should submit the proposal as the representative of the team. That individual can select the coordinating institution, though this does not need to be their 'home' institution, and is responsible for the project implementation, should the application be successful.

Can PhD students/candidates apply for a Larger Research Grant?

We welcome submissions from PhD students to our regular LRG calls. However, given the scale of funding of our LRGs, all applicants will have to justify and be assessed on their capability and experience in conducting data collection and research more broadly at this scale. We anticipate that PhD students applying on their own may struggle to compete with more established researchers. As a result, we encourage PhD students to apply as part of a team alongside more senior co-investigators, which may help to demonstrate the project's feasibility and credibility.

Does applying for a Small Research Grant preclude someone from also applying for a Larger Research Grant?

Applying for a SRG does not preclude one from applying for an LRG.

Is there a deadline for proposal submission?

Proposals can be submitted at any time. However, deadlines and subsequent reviews will usually take place only once per year and so it is best to submit proposals in the weeks leading up to the deadline. This allows STEG to evaluate proposals in groups. The deadlines for upcoming calls is available on the <u>STEG website</u> and <u>newsletter</u>.

Can I submit more than one proposal to a funding call?

No person can be the principal investigator (PI) on two different proposals within the same LRG funding call. However, it is permitted for a person to be PI for one proposal while only being a co-investigator (Co-I) for another.

Should STEG research proposals be based on a purely economic and quantitative approach, or is there scope for applications involving other methods and disciplines to be considered?



The programme is open to mixed/multi-disciplinary approaches. However, the core of the approach should be related to the literature in economics and should be grounded primarily in economic issues.

Can I apply for funding to work on a theory paper?

It is possible, but you will need to very carefully justify why the project is relevant to policy in LICs.

What information should be included in the Policy Impact Plan section?

Please specify the following information relating to the policy impact of your proposal:

- 1. Potential users
- 2. Potential uses
- 3. Outreach strategy
- 4. Policy outputs
- 5. Relevance to low-income countries
- 6. Monitoring impact

More information on each of these sections is provided on the LRG Proposal Template.

When will applicants be notified of the call's results?

The aim is to notify applicants within five months of the proposal deadline.

Can a rejected proposal be resubmitted?

Only those who have been explicitly invited to do so may resubmit a previously unsuccessful proposal. The purpose of the 'by invitation' policy is to allow for amendments and/or improvements to proposals that the Evaluation Committee considers have the potential to be funded.

There is no guarantee that a resubmitted proposal will be successful.

Proposals must be resubmitted through the CEPR Hub online application portal identifying themselves as resubmissions during the process and detailing the changes that have been made in the relevant text box.

Budgets

What criteria should the project budget comply with?

The LRG Budget Guidelines are available at the bottom of this page.

Can I include a payment for myself in the budget?

Yes, but proposals will be judged on a 'value for money' criteria, therefore any payment should be adequately justified. As per the LRG Budget Guidelines, research personnel are eligible costs under STEG to the extent that the research staff are directly involved in providing services to the project. Budgets that include significant costs for research staff need to be able to justify these costs and demonstrate the research value. The total allocated to PIs, co-PIs and other senior experts must not exceed £20,000 per project year. All research stipend costs will be evaluated for their value for money, and may require further justification or amendments before being approved by CEPR.

What can be included under equipment?



It is expected that researchers and institutions provide their own IT equipment such as tablets, mobile phones, laptops, and computers for the duration of the project. In exceptional circumstances these can be included in the budget, but strong justification will be required, and a maximum of £500 for items of equipment will be applied.

Contracting

With whom are LRG contracts signed?

While individuals apply for LRGs, the grants are issued through a contract between CEPR and a coordinating institution.

What is the average contract length of a Larger Research Grant?

LRGs typically run for 24 months. Formal requests for extension can be submitted with sufficient justification.

Is the start date of the project negotiable? Is it possible to ask for a delayed start date?

Yes, with sufficient justification. However, consideration will be given to the extent of the delay, which may have a bearing on the decision.

What are the preferred outputs for the Larger Research Grants? Would it be in the form of a paper/report, policy briefing or academic journal article?

Projects are expected to produce high-quality academic papers as the primary output. However, a policy brief should also be produced, to highlight the policy-relevant results.



Annex

Templates, Useful Documents and Links:

Larger Research Grants Homepage

CEPR Hub Application Portal

STEG Research Strategy

LRG Proposal Summary Template

LRG Proposal Template

LRG Budget Template

LRG Budget Guidelines

LRG Legal Representative Form

LRG Declaration of Eligibility Form

LRG Financial Identification Form

LRG Contract Template

STEG Code of Conduct for Researchers

CEPR Conflict of Interest Policy

CEPR Fraud, Bribery and Corruption Policy

CEPR Privacy Policy

LRG Frequently Asked Questions