

PROLINNOVA Guidelines 6:

Procedures for including existing Country Platforms in proposals for new projects under PROLINNOVA¹

Information about funding opportunities that become known to the PROLINNOVA Subregional Coordinators (SRCs), other members of the International Support Team (IST) or any PROLINNOVA Country Platform (CP) will be communicated to the coordinators of all CPs eligible for the particular calls.

The IST/SRC or the CP initiating / leading the process of preparing a proposal will inform all CPs about the proposal, explain the conditions for eligibility and enquire about the CPs' interest to be involved. The CP coordinator in consultation with in-country partners shall express in writing their interest to participate. The IST/SRC and the CPs that initially expressed an interest will decide how many countries will be included in the proposal. If there is no limitation set by the prospective donor agency on the number of countries, all CPs that express interest may be involved. However, if a proposal can include only a limited number of countries, the IST/SRC or CP initiating/leading proposal development will choose from among the CPs that expressed interest, according to the following criteria:

- geographical / country or other restrictions of the prospective donor agency
- degree of involvement of the CP in other proposals (in an attempt to spread funding benefits as widely as possible, preference will be given to a CP that is less involved in implementing other multi-country projects under PROLINNOVA)
- relative strength of the CP in view of the particular demands of the project, assessed by the IST/SRCs according to the extent to which the CPs have – in the past – made realistic plans, implemented them and delivered timely and good-quality reports and other documentation.

The IST/SRC or initiating / leading CP will coordinate preparation of a funding proposal for activities in which two or more CPs have expressed an interest, either in writing or during a meeting, e.g. at a workshop or during a backstopping mission. Coordinators of all CPs that have expressed an interest will receive drafts of the proposal and will be given the opportunity to comment on these and to provide any country-specific information that is required. This deadline for this response will depend on the donor's timeline.

If a CP is selected to be included in a proposal but does not provide the country-specific information required by the given deadline, the CP may be asked to withdraw and another CP requested to take its place in the proposal. In this case, the CP will be asked to submit a letter of withdrawal to the coordinating CP, with copy to the IST/SRC.

Wherever possible, the IST/SRC will ask one of the CPs to coordinate multi-country projects and to take primary responsibility for the project proposal and, if funded, also for the management of the project. IST members and SRCs will take an advisory and supportive role as deemed appropriate by the CPs involved.

¹ These guidelines will need to be revised again after the PROLINNOVA (sub)regional platforms are in place and operating with their own Oversight Groups.

CPs are welcome at any time to initiate preparation of a multi-country proposal under PROLINNOVA and to ask the IST/SRCs to help prepare the proposal.

A CP will be included in a proposal submitted to a funding agency only if that CP has given its consent to be included.

The IST/SRCs and the PROLINNOVA Oversight Group (POG) will give special attention to securing proposal opportunities for CPs that have not (in recent years) had an opportunity to secure funding for PROLINNOVA activities.

Any queries by CPs about selection decisions made by the IST/SRCs are to be directed to the POG.

See Guidelines 15 for information about procedures for reviewing and submitting concept notes and proposals made in the name of PROLINNOVA.