



YSU Center for Gender and Leadership Studies
2014 Small Grants Program
Request for Proposals



Yerevan State University's Center for Gender and Leadership Studies is pleased to announce its "2014 Small Grants Program" (SGP), which will provide up to \$5,000 for research projects addressing issues of gender equity and women's empowerment in Armenia. The SGP goal is to build research capacity in the field of women and gender studies and to promote research that informs public debate and policy-making. Research undertaken under terms of the small grants program will be expected to be relevant to one or more specific public policy issues.

SGP Awards

The YSU Center for Gender and Leadership Studies (CGLS) will award up to ten grants, with the maximum award being \$5,000. Grant funds may be used only for activities directly related to the implementation of the proposed research project. The duration of project activities should not exceed 12 months. CGLS reserves the right to fund any or none of the applications submitted. Proposals must be the original and sole work of the applicant. Plagiarism will result in disqualification from the grant competition. CGLS will retain all materials and documents submitted by applicants, but will not use this information for purposes other than proposal review and will not share it with other persons, except when requested by USAID. Applicants wishing further clarification may contact CGLS or visit the center at YSU (A. Manoogian str,1, entrance from Radio Physics Faculty Building), fourth floor, room #436, *e-mail: cgl@ysu.am*, *phone: +37460710390*:

Submission of application

The deadline for receipt of completed applications is **6 p.m., April 7, 2014**. The completed application form and required attachments must be submitted in English electronically to cgl@ysu.am. The subject of the email should be "SGP 2014 Submission". Before making final award decisions, CGLS reserves the right to request additional materials from applicants. Award announcements will be made by May 1, 2014 and funding will be available by June 1, 2014. All projects must be completed by May 31, 2015.

Eligibility

- Current faculty members and PhD students at Armenian post-secondary institutions.
- Think tanks and research institutions.
- NGOs and civic organizations working on women/gender issues in Armenia.
- Individual researchers.

The following activities will **not** be eligible for SGP support:

- Lobbying on behalf of a particular political party.
- Humanitarian or philanthropic activity.



- Individual or group travel to conferences.

Selection

All applications will be peer reviewed by a SGP selection committee composed of CGLS experts and USAID personnel. The SGP selection committee will assess proposals based on the following criteria:

- Relevance of the research to the overall SGP themes of gender equity and women's empowerment;
- Clarity and logic of research problem being presented and methodology being proposed;
- Potential public policy significance of the proposed research;
- Past performance and/or demonstrated capacity of the applicant to complete proposed research;
- Cost-effectiveness of proposed budget, including any proposed matching support.

Mentoring

CGLS will be hosting one pre-award informational session for potential applicants. The session will address proposal preparation and research expectations.

In addition, CGLS will offer awardees the opportunity to benefit from optional mentoring arranged with colleagues from the Arizona State University Women and Gender Studies Program in the ASU School of Social Transformation. Awardees participating in the mentoring program will consult with their Arizona State University colleagues on issues ranging from research and advocacy skills to the special subject-area interests of the awardees' research.

Research Deliverables

All awardees will be required to complete a mid-term report in either Armenian or English. Upon completing their projects, all awardees will be required to submit their research findings in the form of a final research report or paper or not less than twenty-five A4 double-spaced pages (12 point font) within 12 months of the start of the project. The research report should be a professional presentation of the research undertaken with SGP support, including research questions, methodology, main findings, and policy recommendations. Research reports should be of publishable quality and should correspond to the original project proposal. Any deviation from the original proposal should be noted and justified. Final research reports must be submitted in Armenian or English. Regardless of the language of the report, it must be preceded by an executive summary in both languages (approximately one page in each language).

All awardees will be also expected to make presentations of their research outcomes at CGLS for the potential stakeholders, as well as for a wider audience.



THE 2014 YSU-CGLS SMALL GRANT PROGRAM APPLICATION



I. PROJECT INFORMATION

Project Title:

Requested Amount (USD): \$

Duration: Start Date (dd/mm/yyyy):

End Date (dd/mm/yyyy):

II. APPLICANT INFORMATION

Contact Information:

1. Applicant Organization Name:

2. Address:

3. Telephone:

Fax:

E-mail:

Website:

Project Director:

1. Last Name:

First Name:

2. Title:

3. Telephone:

Other telephone:

4. E-mail:

Partner Organization Name (if any):



III.

Executive Summary (up to 250 words, single-spaced):

Project Narrative: (three pages, single-spaced)

Justification and policy relevance (1/2 page):

Specific aims (1/2 page):

Methodology (1/2 page):

Project activities (1 page):

Qualifications of personnel (1/2 page):

IV. WORK PLAN AND TIMELINE

MONTH	ACTIVITY

V. BACKGROUND OF ORGANIZATION

Date Founded:

Description of Organization:

VI. BUDGET

No.	Budget Item	Description	\$ Amount
1	Salaries	(Personnel salaries, honoraria, compensation, etc.)	
1.1			
1.2			
1.3			
1.4			
1.5			
	Sub-Total		
2	Supplies		
2.1			
	Sub-Total		
3	Travel	(transportation, hotel, per diem etc.)	
3.1			
	Sub-Total		
4	Other Direct Costs	(room rental, communication, etc.)	
4.1			
	Sub-Total		
5	Administrative Costs	(fringe benefits, indirect costs if applicable)	
5.1			

5.2			
5.3			
5.4			
	Sub-Total		
	TOTAL		

Budget Justification (1/2 page):

VII. ATTACHMENTS

1. Résumés/CVs of Key Personnel
2. Letter of Support from Partner Organization (if any)

VIII. CERTIFICATION

By checking this box and providing the information below, I certify that the statements contained in this form are true, complete, and accurate to the best of my knowledge.

I am aware that any false statements or claims will disqualify my application.

I have read and understood the instructions accompanying this application and, to the best of my knowledge, have completed the application in accordance with the instructions.

I agree

Name:

Position:

Date:

