

## TETFund NRF Concept note 2020 guidance

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The deadline for submission / uploading your concept note is 21<sup>st</sup> July 2020. Detailed information of the NRF Call can be found in the 112-page **TETFund NRF 2020 CALL FOR CONCEPT NOTES**. Details of the format, guidelines and criteria for evaluation and scoring template for the submission of Concept Notes on Pages 85-88.

The Concept Note must be submitted through **NRF Portal** at [nrf.tetfund.gov.ng](http://nrf.tetfund.gov.ng) . To access this portal, an account must be created at [nrf.tetfund.gov.ng](http://nrf.tetfund.gov.ng).

A 16-page **PI User Guide to the TETFund nrf Portal 2020** provides information on navigating through the **TETFund nrf Portal**. Access to the account is via email and password. You must use your institutional (UniMed email addresses).

Word count for the entire Concept Note is limited to a maximum of 1,500 words.

The ORID can facilitate vetting and quality check of concept notes before submission to the TETFund Portal. The goal is to improve the overall quality of presentation. For this purpose, Concept Notes can be submitted by email to ORID [research@unimed.edu.ng](mailto:research@unimed.edu.ng) as soon as possible to allow enough time for input from the ORID. Submissions will not be considered after 14<sup>th</sup> of July 2020.

### Additional information

1. The concept will be enhanced it involves researchers in other institutions with relevant expertise.
2. ORID is organizing a town hall meeting on Thursday 2<sup>nd</sup> July to address staff questions about the TETFund NRF 2020 Call for Concept Notes. Time 11am. Venue Main Auditorium Odosida campus.



**The concept note.** The concept note comprises the following sections. **It must not exceed a maximum of 1500 words**

	<b>Section</b>	<b>Description</b>	<b>Score</b>
i.	Title of Proposed Research	The <i>title</i> of the project should normally not be more than 20 words. The title should reflect the content.	10
ii.	Thematic Area	<i>See call to identify relevant thematic area.</i>	
iii.	Background to the Research	This is should provide some details on the project, including description of the of research problem(s), as well as justification for the research in relation to developmental needs, as articulated under the thematic area of the project.	
iv.	Statement of the Problem	A clear statement on the problems to be addressed by the research project. It should lead to the research questions.	10
v.	Research Questions	The question(s) stemming from the problem the objectives should address the question(s)	
vi.	Objectives of the Research	A summary of the short- and long-term objectives of the project. Clearly indicate the problems the project will help to address. This will serve to determine the scope of the project. Objectives must be Specific, Measurable, Achievable, Relevant and Time bound (SMART)	10
vii.	Literature Review	Provide brief review of recent publications relevant to the proposed research to properly situate the proposed research in the knowledge space in the field.	5
viii.	Theoretical Framework	Describes the theory that explains why the research problem under study exists and the key concepts of the research, based on a literature review.	5
ix.	Research Methodology	Describe the approaches and methods that will be used to achieve the objectives of the project.	15
x.	Expected Results	Provide information on broad and long-term impact of the project within the context of social, economic and technological benefits, indicating the direct beneficiaries of the project.	10
xi.	Innovation:	How different is this from other or earlier projects? Provide a clear statement of the new	10

		knowledge or innovation expected from the research project. Summarize potential for scientific breakthroughs, disruptive Innovation, start-ups, spinoffs, commercialization.	
xii	Estimated budget (see admissible headings below <sup>1</sup> )	The total budget which must not exceed ₦50 million must be such that not more than 25% of it may be spent on Equipment, 20% on Personnel Cost, 5% on Travels and 3% on Dissemination. Applicants are expected to provide estimates of the total project budget as well as the estimates for personnel, equipment, laboratory consumables and travels.	10
xiii	References (maximum 5)	List no more than 5 publications most relevant to the proposed research. The references should be cited within the concept note	
xiv	Research Team (Name/Rank/Highest Qualification/Area of specialization)	Provide information on members of the research team, indicating the Principal Investigator (PI) and technical competence of each member of the team. The PI must be of at least a Senior Lecturer (preferably a professor). PI will have overall scientific and managerial responsibility for the project and must be able to present and defend it to a review panel. The NRF grant is also a capacity building mechanism and a platform for mentoring young researchers in the team. It should provide opportunities for acquiring skills in research leadership, quality research management and good research practices. The potential of the team for mentoring, multidisciplinary and multi institutional collaboration as well as capacity building prospects should be reflected.	15
		<b>Total score obtainable</b>	<b>100</b>

<sup>1</sup> The grant from NRF is primarily intended to cover cost of:

- i. Personnel
- ii. Equipment
- iii. Laboratory consumables
- iv. Data collection and analysis
- v. Travels related to the research activities. International travels will be funded only when necessary
- vi. Report writing
- vii. Dissemination of results, involving reports, validation workshops with stakeholders and journal publications