



# THE AFRICAN CLIMATE CHANGE FELLOWSHIP PROGRAMME (ACCFP)

## MAY 2011 CALL FOR APPLICATIONS

### 1. Introduction

The **African Climate Change Fellowship Programme (ACCFP)** invites applications for the first of two overlapping rounds of Fellowships to be offered in 2011 and 2012. ACCFP Fellowships provide experiential learning, education, research and training opportunities to African professionals, researchers and graduate students to enhance their capabilities for advancing and applying knowledge for climate change adaptation in Africa. Upcoming rounds of the ACCFP are managed by the Institute of Resource Assessment at the University of Dar Es Salaam (IRA-UDSM) and implemented in partnership with START with funding from Climate Change Adaptation in Africa (CCAA).

This May 2011 call solicits applications for **Adaptation Science Fellowships** and **Adaptation Policy Fellowships**. African graduate students, early to mid-career professionals, scientific researchers and university educators are eligible to apply. Applications are particularly encouraged from women and traditionally under-represented regions and countries in Africa. The ACCFP will support clearly defined activities that advance the spirit and objectives of each specific Fellowship type as described herein. Fellowships awarded for the 2011/2012 period will range from four to eight months in duration with maximum award amounts from \$10,000 - \$15,000 USD, depending on Fellowship type. The timing of when Fellowships may begin and end is flexible within the constraints that follow. Fellowships awarded as a result of this May 2011 Call may not begin before 1 September 2011, and all Fellowships must be completed by 15 May 2012. **Applications must be submitted to the ACCFP Secretariat no later than 05 June 2011 (guidelines enclosed).**

This document identifies the goals and objectives of available ACCFP Fellowship types; describes the specific context, challenges and questions to be addressed by 2011/2012 ACCFP Fellows; defines Home and Host Institutions and approaches to identifying appropriate Fellowship Hosts; and provides guidelines for applicant eligibility as well as preparation and submission of Fellowship applications. The next ACCFP Call for Applications is expected in late 2011 and will include an education/curriculum development component.

Please carefully read this Call for Applications in its entirety to decide if it applies to you. Questions about this May 2011 Call should be directed to [accfp2@gmail.com](mailto:accfp2@gmail.com) or [accfp@ira.udsm.ac.tz](mailto:accfp@ira.udsm.ac.tz).

## 2. Approach to 2011/2012 ACCFP Calls for Applications and Fellowship Awards

Economic, social and political concerns as well as environmental factors inform perceptions and decision-making to reduce climate risk and ensure livelihood security. Understanding the impacts of multiple natural and anthropogenic drivers of change, including climate change, and their interactions can inform short and longer-term planning and action. Climate change related impacts are and will continue to be distributed differentially over time, place, sector, scale, income group, age and gender.

Greater appreciation for and understanding of the overall context in which decision-making regarding climate risk occurs is imperative for deliberate and coordinated planning to take effect. This includes improved understanding of local / traditional knowledge systems and use of scientific knowledge to maximize opportunities for integrated decision-making. The most effective adaptation plans and strategies are informed by well-founded science and grounded in social, cultural and economic contexts. **Strategic adaptation planning requires processes of social and political change** based on changes in actions, perceptions and institutional arrangements that contribute to and promote long-term sustainable development. Overcoming these and other challenges demands collaborative development and implementation of “next steps” that **move science forward to change society**. Strategic and effective next steps require innovation in research methodology that ensures the production of grounded and relevant science and policies as well as targeted **communication strategies and related support mechanisms that link knowledge to action** for advancing climate change adaptation in Africa.

The ACCFP acknowledges the complexity of the context described above as well as the urgent need to advance work that responds to related challenges. In this respect, this 2011 Call for Applications is designed to attract projects that directly respond to and advance knowledge on a number of critical questions – questions that must be effectively addressed to promote climate change adaptation and sustainable development. In responding to these questions, work supported by the ACCFP will have implications for science as well as decision-making, thus advancing knowledge generation and sharing while also promoting informed actions. Multi-disciplinary research and collaboration will weigh heavily in selection criteria. Two Fellowship types are available in this round and two thematic focus areas are emphasized. This approach to ACCFP Fellowships targets the program’s efforts and seeks to make the most impact with the program’s limited resources.

### 2.1 ACCFP Fellowship Types

Two types of ACCFP Fellowships are available under this May 2011 Call for Applications: **Adaptation Science Fellowships** and **Adaptation Policy Fellowships**. A third type of Fellowship – Adaptation Teaching Fellowships – will be made available (with additional Science and Policy Fellowships) in late 2011. Applicants are invited to choose the ACCFP Fellowship type that is most appropriate to the proposed work and to their institutional affiliation and interests (e.g., researcher in research institution, doctoral candidate in university program, professional in practitioner or policy organization). A description of May 2011 Fellowship types is provided in the pages that follow.

## **F1. Adaptation Science Fellowships**

Adaptation Science Fellowships are awarded to:

- **Post-Doctoral scientists** working in fields relevant to climate change and climate change adaptation;
- **Doctoral/Masters students** currently enrolled in and conducting research related to climate change and adaptation as part of a PhD/ Masters program at an African university; and/or
- **Other strong postgraduate candidates** (e.g., experienced African professionals within established research institutions, candidates who are registered for a relevant Master's degree program in a recognized African university) who are interested to carry out innovative research that advances and applies knowledge for climate change adaptation in Africa.

When awarded to a **Post-Doctoral** candidate, the Adaptation Science Fellowship will enable a recipient to travel to a suitable Host Institution to work under the supervision of an established, highly qualified mentor with the aim of strengthening specific skills in research and/or teaching in regards to climate change and climate change adaptation. For **doctoral students**, the Adaptation Science Fellowship will support a targeted and clearly defined component or activity of the PhD research by enabling travel to a Host Institution for training in relevant research methodologies or tools, for participation in supervised research and/or for access to data, models or tools that would raise the quality and value of the dissertation results.

Adaptation Science Fellowship eligibility for **other postgraduate applicants** is new for 2011. The ACCFP's first Call for Proposals (2008) received a substantial number of very strong science-research proposals from applicants who neither had a PhD nor were enrolled in a PhD program (and thus not eligible for Post-Doctoral or Doctoral Research Fellowships). Although opportunities for these applicants were in obvious demand, no mechanism was offered through the program to support them. The new ACCFP Adaptation Science Fellowships, when awarded to **other postgraduate candidates**, will support relevant research projects with clearly defined and targeted tasks, to be carried out in residence at an appropriate ACCFP Host Institution.

***Adaptation Science Fellowships can be up to 8 months in duration and carry a maximum award amount of \$15,000 USD, depending on proposed work and appropriateness of the proposed budget. A total of approximately twelve (12) Adaptation Science Fellowships will be awarded in the current round of awards.***

## **F2. Adaptation Policy Fellowships**

Adaptation Policy Fellowships are awarded to **African practitioners, policymakers** and/or **other African professionals** to support efforts that:

- Promote communication and cooperation in regards to climate change and climate change adaptation between scientists and communities of policy and practice,
- Translate scientific knowledge into recommendations for action,
- Integrate climate change into development frameworks and/or
- Otherwise directly influence and contribute to relevant policy and decision-making processes at local, national or regional scales.

Adaptation Policy Fellowships are expected to support early, mid-career and senior-level candidates, where appropriate, who are resident in Africa and currently working in organizations that influence or have the potential to influence policy and decision-making in climate-sensitive sectors in Africa. Policy Fellows will be matched with appropriate Host Institutions where they will collaborate with mentors and other relevant partners to achieve their individual project goals and objectives.

***Adaptation Policy Fellowships can be up to 6 months in duration and carry a maximum award amount of \$10,000 USD, depending on proposed work and appropriateness of the proposed budget. A total of approximately twelve (12) Adaptation Policy Fellowships will be awarded in the current round of awards.***

ACCFP Fellowship awards must be used to cover the expenses of project implementation (as outlined in the applicant's Fellowship Proposal) as well as travel to the Host Institution (e.g., round-trip, economy class airfare, visa costs) and any living expenses required during the Fellowship period. Any direct institutional costs incurred as a result of the Fellowship and its activities (e.g., course registration fees) must also be paid via Fellows' award funds, as negotiated with the Program. Prospective Fellows are required to submit a proposed budget as part of their application materials.

## ***2.2 Thematic focus areas***

**All ACCFP Adaptation Science and Adaptation Policy Fellowship projects are required to advance and/or apply knowledge for climate change adaptation in Africa with respect to at least one of the following thematic focus areas:**

**T1. Climate Change and Ecosystems Management**

**T2. Climate Change and Disaster Risk Reduction**

The selected thematic areas are reflective of the strengths and interests of approved Host Institutions (please download the 'Host Booklet' at [www.accfp.org](http://www.accfp.org)). Two more thematic areas- Climate Change and Food Security and Climate Change and Health and Human Well Being- are expected to be targeted in the next ACCFP Call for Applications (late 2011). Please note that biodiversity conservation is an important element that may be considered, among other elements, under Theme 1. ACCFP partners also recognise that Water Resources Management, which includes aspects such as water quality, usage patterns, access and implications for groundwater, among others, is a critical theme that cuts across Themes 1 and 2 above as well as the two themes tabled for the next call.

## ***2.3 Critical questions***

The ACCFP supports work that advances investigations of current and projected climate variability and change and the likely implications of those changes for natural and human systems, including potential response options. **During this round of awards, all ACCFP Fellows – regardless of Fellowship type or thematic focus area – are *also required to somehow address one or more of the following questions:***

- Q1. What **institutional innovations** are required to advance development goals and improve the resilience of vulnerable communities in Africa so that they are more able to cope with current and future climate variability and change?
- Q2. What **economic, political, cultural and/or social incentives** are needed in the short and longer term to motivate collective action on climate change?

- Q3. To what extent does the **integration of knowledge systems** through **co-generation** of knowledge and **co-learning** provide an opportunity for understanding climate variability and change and related actions?
- Q4. What **approaches to policy development** are needed to generate policies that are well-grounded in relevant priorities and **needs**, address current risks and vulnerabilities and are supported by strong governance systems that ensure implementation and accountability?
- Q5. How can climate change science and adaptation planning help to address other **development challenges**, including, *e.g.*, poverty, hunger, conflict, justice, illiteracy and human security?

By requiring that every Fellowship project somehow respond to one or more of the questions above, the ACCFP aims to link uniquely designed Fellowship projects in their simultaneous attempts to address critical issues and contribute in meaningful and innovative ways to local, national, regional and international climate change adaptation discourses.

Indeed, the overall approach to the 2011/2012 ACCFP Calls for Applications and Fellowship awards is envisioned to support Fellowship projects and resultant outputs and outcomes that respond to knowledge gaps identified in Round I of the program and in broader climate change and adaptation related research across Africa. The figure appended to the end of this document summarizes the ACCFP approach for the current round of awards.

### **3. ACCFP Eligibility Criteria**

To be eligible to receive an ACCFP Fellowship, applicants and applications must meet the program's general eligibility criteria *as well as* the eligibility criteria that are specific to the respective Fellowship type. **General and Fellowship-specific eligibility criteria** are outlined in the sections below. ACCFP program staff will pre-screen all applications to ensure that eligibility criteria are met. **Applications that do not meet all eligibility criteria will not receive further evaluation.**

#### ***3.1 General eligibility criteria***

All ACCFP applications must meet the following general eligibility criteria:

1. Applicant must be a citizen of an African nation;
2. Applicant must be age 40 years or less as of 31 December 2011;
3. Proposed Fellowship project and activities must be clearly related to and likely to advance climate change adaptation in Africa within the thematic focus area selected;
4. Applicant must clearly describe how the proposed work responds to the critical question(s) selected; and
5. All application materials must be complete and received by the ACCFP Secretariat on or before the application deadline.

#### **3.2 Fellowship-specific eligibility criteria**

ACCFP applicants must also meet the criteria that follow, according to the Fellowship type that they select.

*Prospective Adaptation Policy Fellows must:*

1. Have a Master's or Doctorate degree **OR** a Bachelor's degree plus 2 or more years professional experience related to policy, planning or management of climate sensitive resources, sectors, systems or livelihoods;

2. Currently be working in an organization that influences or has the potential to influence policy and decision-making in climate-sensitive sectors in Africa;
3. Submit a signed *Institutional Support Form* (part of the application materials – see below) that confirms the applicant’s Home Institution’s formal endorsement of his or her participation in the ACCFP and its commitment to involve the applicant in climate change related work after the Fellowship experience.

*Prospective Adaptation Science Fellows must:*

*(For Post-Doctoral Scientists)*

1. Have completed a PhD degree by 31 August 2011 **and**
2. Clearly describe plans for work *following* the Fellowship experience that will enable them to expand, improve and make more effective their personal contributions advancing climate change adaptation in Africa.<sup>1</sup>

**OR** *(For Doctoral Students)*

1. Be enrolled in a doctoral program at an African university;
2. Have successfully defended his or her dissertation proposal and be actively involved in dissertation research that is related to climate change risks and adaptation at the time of this application;
3. Clearly define the specific component of the dissertation research that will be supported by the ACCFP Fellowship and explain how the supported activities improve the overall scientific quality of the research and the utility of the research for climate change adaptation;
4. Propose work to be carried out in partnership with a Host Institution that is not the candidate’s Home Institution (i.e., Fellowships may not be used to support work that is done at the university at which the applicant will earn the doctoral degree); **and**
5. Submit a signed *Institutional Support Form* (part of the application materials – see below) that confirms the applicant’s Home Institution’s formal endorsement of his or her participation in the ACCFP and its commitment to involve the applicant in climate change related work after the Fellowship experience.

**OR** *(For other postgraduate applicants)*

1. Have a Masters degree, be registered for a relevant Master’s degree **OR** have a Bachelor’s degree plus 2 or more years professional experience related to climate risk assessment and adaptation or more broadly, adaptation to environmental change;
2. Be employed by and currently working in an institution or organization where climate change risk, vulnerability and adaptation research is conducted;
3. Propose a research project based on clearly defined and targeted tasks that can be completed within the Fellowship period;
4. Propose work in partnerships with and in residence at an appropriate ACCFP Host Institution that is not the candidate’s Home Institution (i.e., Fellowships may not be used to support work that is done in residence at the candidate’s current institution); **and**
5. Submit a signed *Institutional Support Form* (part of the application materials – see below) that confirms the applicant’s Home Institution’s formal endorsement of his or her participation in the ACCFP and its commitment to involve the applicant in climate change related work after the Fellowship experience.

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<sup>1</sup> Please note that although a Post-Doctoral Scientist that elects to apply for an Adaptation Science Fellowship is not required to submit an *Institutional Support Form* (part of the application materials – see Section 4), he or she is welcome and encouraged to do so if the form would offer additional, relevant insight to the applicant’s situation and/or would strengthen the application (e.g., if the candidate has a Home Institution to which he or she plans to return following the Fellowship experience; if the candidate is linked to an institution at which they have been a teaching assistant, junior lecturer, etc. and that institution is willing to support them during their Fellowship, as outlined in the Form, etc.).

## 4. ACCFP Selection Criteria

Following pre-screening, all eligible applications will be evaluated against the following criteria:

1. **Appropriateness of stated objectives and methodology:** Are the objectives clearly defined, achievable and measurable within the proposed period? Does the outlined methodology correspond with the objectives and is it clearly explained?
2. **Technical merit of the proposed work:** Does the proposed work adequately and effectively respond to one or more of the critical questions identified in the May 2011 Call for Applications? Does it promote multi-disciplinary collaboration and take into account knowledge needs and priorities in relation to the applicant's area of interest? Is there potential for the proposed work to increase relevant scientific knowledge, raise awareness, communicate knowledge, engage stakeholders, support decision-making and/or apply knowledge for climate change adaptation in Africa? Will the Fellowship project benefit vulnerable populations such as the poor, women, livelihood groups dependent on climate sensitive resources and/or populations of Least Developed Countries?
3. **Qualifications and capabilities of the applicant:** Does the applicant have the educational preparation and/or professional experience to enable successful execution of the proposed work? Does the written proposal demonstrate knowledge of the subject areas relevant to the proposal and good writing and communication skills? Do past activities and achievements of the applicant indicate a commitment to climate change adaptation and a strong likelihood that he or she will be willing and able to advance climate change and adaptation related goals at his/her Home Institution?
4. **Appropriateness of the proposed budget:** Does the budget conform to the maximum award amount for the selected Fellowship type and propose effective ways of utilizing program funds? Are all line items clearly explained, relevant to performance of the proposed work and appropriate in amount?
5. **Appropriateness of proposed Host Institution:** Does the proposal clearly explain and adequately justify the selection of the proposed Host Institution(s)? Are the proposed Host Institution(s) suitable for the proposed work (e.g., able to support successful execution of the proposed Fellowship project and activities)? Do the proposed Host Institution(s) approve the proposed match between Fellow, project and Host?<sup>2</sup>
6. **Benefits to Home and Host Institutions:** Are there clearly identifiable benefits for both the Home and Host Institutions? Will the Fellowship project help to increase the engagement of the Home and Host Institutions in climate change adaptation related work? Does the Fellowship project have the potential to create or strengthen linkages between the Home and Host Institutions?

While quality of proposals will remain a priority criterion in evaluation, geographical and thematic coverage as well as gender balance will be taken into account.

## 5. Host and Home institutions

ACCFP Fellowship recipients, who come from institutions across Africa (i.e., their "Home Institutions"), are matched with ACCFP "Host institutions" where they travel and reside in order to collaborate with carefully selected mentors to implement their individually designed Fellowship activities. While ACCFP expects Fellows to spend the entire duration of their Fellowship period at Host Institutions, ACCFP also allows for some flexibility with regards to the period of residence at Host Institutions. However, the applicant must clearly show how he / she is going to effectively utilize the time spent at both Host and Home Institutions and

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<sup>2</sup> Please note that before ACCFP award selections are finalized, Host Institutions will approve proposed placement of Fellows. In reviewing applications that are relevant to their institution, Host Institutions may use their own criteria in addition to those set out in this call.

effectively maintain active collaboration between the Host and the Home Institutions. Host Institutions are expected to support Fellows by providing supervision and mentoring, evaluating Fellows' performance and providing appropriate workspace. Additional support may include engaging Fellows in the work of the Host Institution; involving Fellows in institution's and research projects and in projects with Host Institution partners; facilitating involvement of Fellows with civil society, government and private sector organizations; providing access to relevant institutional facilities (e.g., computing, data and laboratory facilities); and/or providing specialized training, such as participation of Fellows in graduate courses or seminars.

In their applications, prospective Fellows will identify and rank up to three (3) suitable Host Institutions at which they would like to execute the Fellowship projects and activities that they propose. To help facilitate this process, the ACCFP has identified a number of "**pre-approved**" **Host Institutions** that it believes to have the necessary capabilities and commitment to provide valuable Fellowship experiences in a variety of subject areas. In turn, these institutions have indicated a desire to host Fellows and provide appropriate supervision. Ideally, the Program would like to place multiple Fellows at each of these Recommended Host Institutions so as to provide opportunities for synergy and encourage the development of sustainable relationships between Fellows' Home Institutions, Hosts, and the Program. To review the list of institutions pre-approved as prospective ACCFP Hosts, including information about the opportunities that they offer, please download the "**Guide to Selecting an ACCFP Host Institution**", available on the program website at [www.accfp.org](http://www.accfp.org).

In completing their applications, ACCFP applicants may either select Host(s) from the program's pre-approved list or identify other institution(s) that they believe to be better suited to support the proposed Fellowship activities. Please note that applicants who propose Host(s) that are *not* included in the program's pre-approved list must submit, with their application, a letter of commitment from each proposed Host Institution.

ACCFP Home Institutions are a critical partner in the ACCFP experience. It is the strong desire of the ACCFP that Home Institutions remain actively engaged with the Fellow and his or her Fellowship activities during the Fellowship period. Applicants are strongly encouraged to discuss proposed Host Institution selection with their Home Institution supervisors.

## 6. Application Materials

Applications to be an ACCFP Fellow will not be considered complete until **all** required materials are received by the ACCFP Secretariat. **A complete ACCFP application consists of the following:**

1. **ACCFP Application Form**, including project concept note and project budget table with narrative (*required for all applicants*),
2. **Institutional Support Form** (*optional for Post-Doctoral Scientists applying for an Adaptation Science Fellowship; required for all other applicants*)
3. **Two (2) Professional Reference Forms** (*required for all applicants*)
4. **Letter of Support from Proposed Host Institution** (*optional for applicants who select Host(s) from the program's pre-approved list; required for applicants who propose Hosts not included in the program's pre-approved list of recommended Institutions*).

The **ACCFP Application Form**, **Institutional Support Form** and **Professional Reference Form** are available for download on the ACCFP website at: [www.accfp.org](http://www.accfp.org). All application materials are available in both English and French, and **applications may be submitted in either English or French**.

Applicants are encouraged to please adhere strictly to all word limits stipulated in the ACCFP forms. Failure to do so will be interpreted as lack of ability to identify essential information and write concisely and will be



judged unfavorably in the application review process.

## 5. Submission Instructions and Deadline

All application materials should be submitted by email to the ACCFP Secretariat (located at IRA-UDSM) at [accfp2@gmail.com](mailto:accfp2@gmail.com), with a copy to [accfp@ira.udsm.ac.tz](mailto:accfp@ira.udsm.ac.tz). The title of the relevant form and the applicant's family name should appear in all email subject lines.

- Individual applicants should complete and submit their **ACCFP Application Form** (with concept note and budget) to the ACCFP Secretariat.
- The **Institutional Support Form** should be completed by an appropriate representative of the applicant's Home Institution and should be submitted by the Home Institution (i.e., not the applicant) directly to the Secretariat.
- **Professional Reference Forms** should be completed by two (2) suitable referees and submitted by each referee directly to the Secretariat.
- **Letter(s) of commitment** from prospective Host Institutions, where applicable, may be submitted by either the Applicant or a representative of the relevant institution.

**Note that it is the responsibility of the applicant to ensure that his or her Home Institution and two Professional References complete and submit the required materials on his or her behalf.** Detailed instructions for each ACCFP form are also described on the forms themselves.

All application materials must be received by the ACCFP Secretariat **no later than 5 June 2011**. Applications that are incomplete or received after the deadline will not be reviewed. Prospective Fellows are encouraged to have all materials submitted to the Secretariat as early as possible.

Once the ACCFP selection process is complete, the ACCFP Secretariat will notify all applicants of award decisions. It is expected that the selection process for this May 2011 Call will be completed by 31 July 2011.

## 5. Contact Information

For further information about the ACCFP and/or this Call for Applications, please contact the ACCFP Secretariat at: [accfp2@gmail.com](mailto:accfp2@gmail.com) or [accfp@ira.udsm.ac.tz](mailto:accfp@ira.udsm.ac.tz)

# ACCFP Call for Applications and Fellowship Awards – April 2011

