BIODIVERSITY INFORMATION FUND FOR ASIA (BIFA)

Concept Note Template

Concept notes must be emailed to [BIFA@gbif.org](mailto:BIFA@gbif.org) by 06 January 2019, 11:00pm UTC.

# Submission checklist

Please confirm the following by checking the box provided:

**For applicants submitting a project under the data use support grant type only:**

☐ Statement of endorsement from a GBIF Head of Delegation or Node Manager (when the applicant is located in a [GBIF Participant country](https://www.gbif.org/the-gbif-network/asia) or area) is provided as an email attachment

# 1. Project title

[Insert your text here...]

# 2. Project category

Indicate the grant type for this proposal (select only ONE):

☐ Collections data mobilization

☐ Ecological monitoring data mobilization

☐ Data use support

# 3. Main contact person for the project

|  |  |
| --- | --- |
| **Name** |  |
| **Institution[[1]](#footnote-1)** |  |
| **Address** |  |
| **E-mail** |  |
| **Phone** |  |
| **Role in project** |  |

# 4. Partners involved in the project

# *Institutions from outside Asia may be included as partners in a mentoring or advisory role, so long as the project relates to data and activities in the Asian region. Add rows if necessary.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Country** | **Institution (name and address)** | **Role of the partner in the project** | **Confirmed participation? (yes/no)** |
|  |  |  |  |
|  |  |  |  |

# 5. What are the issues that this project seeks to address?

*Explain why this project is needed and the problems it aims to solve. Pay particular attention to the priority regional challenges for GBIF in Asia of addressing taxonomic and geographic gaps in data availability and/or engaging research and policy communities in the use and application of data mobilized through GBIF (max. 250 words)*

[Insert your text here...]

# 6. What activities will be included in the project?

*Explain the activities proposed for this project – what will each partner do? (max. 250 words)*

[Insert your text here...]

# 7. Why are these the right activities to address the issues?

*Explain how the activities listed under question 6 are expected to address the issues listed under question 5. Identify any risks and explain how these will be addressed. (max. 300 words)*

[Insert your text here...]

# 8. What will the project deliver?

**8.1.** **This section is** **ONLY** **for projects submitted under the Collections data mobilization or the Ecological monitoring data mobilization grant types**

***a. Data***

*Use the table to describe the datasets expected to be published via GBIF.org as an outcome of the project – see guidance on data publishing* [*here*](https://www.gbif.org/publishing-data) *and especially guidance on classes of datasets supported by GBIF* [*here*](https://www.gbif.org/dataset-classes)*.* *Add rows as required*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title of dataset** | **Taxonomic/ geographic/ temporal scope** | **Approximate number of records** | **Sampling methodology/protocol used (if relevant)** | **Current format (e.g. undigitized, digitized)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

***b. Other deliverables***

*Describe other deliverables expected from the project (e.g. publication of* [*data papers*](https://www.gbif.org/data-papers)*, analysis, reports etc.) (Max: 100 words)*

[Insert your text here...]

**8.2. This section is ONLY for project submitted under the Data use support grant type**

***a. New resource(s)***

*Use the table to describe the resources expected to be developed as an outcome of the project, identify the expected user(s) of the resource(s) (institution / agency / network/ university, etc.) and expected start date of use. Data use support projects are expected to demonstrate tangible outcomes in terms of specific uses of GBIF within a research or policy context. Add rows as required*

|  |  |  |  |
| --- | --- | --- | --- |
| **Resource(s) produced** | **Expected user(s) –**Indicate distinct user(s) | **Expected impact** | **Reporting criteria and sources of verification** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

***b. Expected example(s) of data use***

*Describe example(s) of uses of GBIF within a research or policy context that is expected to result from the project. (Max: 200 words)*

[Insert your text here...]

# 9. How much funding will be required?

*Provide details on the approximate cost of the activities and purchases planned. Indicate an estimate of matching funds to be contributed to the project, either directly or in terms of staff time or resources allocated to the project on an in-kind basis. All costs should be expressed in Euros. Maximum funding from BIFA available per selected project: €15,000. Note that overheads may not be charged to BIFA. Project submitted under the “Collections data mobilization” and “Ecological monitoring data mobilization” grant types may request a maximum of €3,000 from BIFA for IT services or purchases, covering a maximum of 50% of total cost for such services. Project submitted under the “Data use support” grant type may not charge IT services or purchase to BIFA. Attendance of the BIFA capacity enhancement workshop will be funded separately and does not need to be included here. Add rows as required.*

|  |  |  |
| --- | --- | --- |
| **Activity/expense** | **Funding requested**  **(in Euros)** | **Co-funding offered (in Euros)** |
|  |  |  |
|  |  |  |
| TOTAL |  |  |



GBIF leads the Biodiversity Information Fund for Asia, or **BIFA**, a programme funded by the Ministry of Environment, Government of Japan. The programme provides supplementary support for activities addressing the needs of regional researchers and policymakers through mobilization and use of biodiversity data

|  |  |
| --- | --- |
| https://images.ctfassets.net/uo17ejk9rkwj/2xDVudktwY28CwCeyKAQgw/3e4cb8bc1e1010307bf6b08d5d3675a8/moej-logotype.png | This programme is funded by the [Ministry of Environment, Government of Japan](https://www.env.go.jp/en) |

1. The institution must be based in Asia – see [list of eligible countries](https://www.gbif.org/news/5iNrGgDbdKkiQqKeOuEGAG#eligible) [↑](#footnote-ref-1)