

Clarification Note: CDKN Innovation Fund (Round 2) Issued 13 July 2012

Following great interest in the launch of Round 2 of CDKN's Innovation Fund, CDKN has received some questions from potential applicants requesting clarification on some issues. As such, CDKN has issued a Clarification Note to further clarify the scope and conditions of the Innovation Fund. If you are unsure of any of these points or wish to ask additional questions, please contact the Innovation Fund at innovationfund@cdkn.org. Please note that the Clarification Note supersedes the Applicant Guidelines. In statements that differ between the two documents, please follow the Clarification Note.

CDKN would like to emphasise and clarify the following points:

1. This support is for game-changing project ideas focused on Africa that require development and shaping through an innovation process over a maximum of 6 months. The outputs must include a proposal for the implementation of the full project. It is anticipated that the proposal would be ready for funding by any number of donors, of which CDKN could be one (see point 2 below). Round 2 of the Innovation Fund will support awards of up to GBP100,000 each, **excluding Value Added Tax [VAT], but including all other applicable taxes** in the country of the LEAD Applicant.
2. Subsequently, CDKN may provide awards of up to **GBP200,000 each**¹ to support the implementation of the project proposal output. The allocation of this subsequent funding is not guaranteed. It will be based on an assessment of the quality of the innovation process, the proposal and any other outputs produced once the project has been delivered². Projects that demonstrate strong proposals, implementation roadmaps and other high-quality outputs from these innovation processes will be more likely to receive the subsequent funding.
3. The applicant group must include **at least two (2) partners. Lead Applicants must be African institutions** (and not international institutions based in Africa). **Additional partners can be African or non-African institutions**. The majority of the funds (at least 60%) must be allocated to African institutions.

¹ Exclusive of VAT, but exclusive of other applicable taxes in the country of the Lead Applicant.

² Decisions on further funding will be made in early to mid 2013.

4. The applicant group should **ideally** include government institutions. If not, you must be able to demonstrate significant government buy-in including and beyond a letter of demand³.
5. Projects can focus at regional, national and/or sub-national in African countries, and may involve **one or more** countries of study.
6. Applications must align to **one or more** of CDKN's thematic priorities, which are:
CDKN's thematic priorities:
 - Climate compatible development strategies and plans
 - Improving developing countries' access to climate finance
 - Strengthening resilience through climate-related disaster risk management
 - Supporting climate negotiators from the Least Developed Countries (LDCs)
CDKN's thematic priorities in Africa:
 - Improving access to clean energy solutions in Africa
 - Addressing climate resilience in the water sector in Africa
 - Strengthening African institutional capacity for implementing climate compatible development
 - Supporting African leadership in climate compatible development research and practice
7. Project examples are provided in the Applicant Guidelines on page 9. Please note that these are **illustrative examples only**. CDKN welcomes a range of varied applications that meet the thematic priorities outlined above.
8. Applications are welcomed from Anglophone, Arabophone, Francophone and Lusophone Africa. Please note, however, that the project proposal and any other project deliverables **must be submitted in English**. Translation costs must be included in the project budget section of the Application Form.
9. CDKN requires organisations to have a UK Service Agent for contracting purposes. A Service Agent will 'accept service of notices, proceedings or documents on behalf of their overseas clients in situations where, usually because of contractual obligations, it is not possible for them to be served abroad'⁴. CDKN will cover the costs of the service agent if included in the project budget (typically GBP600).
10. Please note the following clarification on the evaluation criteria related to 'Fostering Partnerships and Networks' (Annex 1, page18 of the Applicant Guidelines):

³CDKN must be able to be able to investigate this demand from the application form (i.e. contact details for government contacts to be supplied, as well as references to white papers, relevant scoping studies, national climate change strategy papers, ministerial statements, interviews, donor studies or reports and national assessment reports, etc., as appropriate). These documents should reference specific policies that link with project ideas outlined in the application.

⁴ http://en.wikipedia.org/wiki/Process_agent

Under this criterion it states that 'All projects must have at least two African partners and the Lead Applicant must be African', which implies that if an international organisation is part of the partnership at least three partners are required to satisfy the criterion for two African partners. To clarify, all projects must include at **least two (2) partners** and the Lead Applicants must be an African institution (and not an international institution based in Africa). **Additional partners can be African or non-African institutions.**



Climate & Development
Knowledge Network

CDKN Innovation Fund: Applicant Guidelines (Round 2)

Please visit our website [here](#) for upcoming deadlines and to download an Application Form. Applications should be submitted to CDKN at: innovationfund@cdkn.org.

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Background

CDKN

The Climate and Development Knowledge Network ([CDKN](#)) is a convener, knowledge broker and think tank. CDKN achieves these roles through working across the areas of Technical Assistance, Research, Knowledge Management, Partnerships, and Negotiations Support⁵.

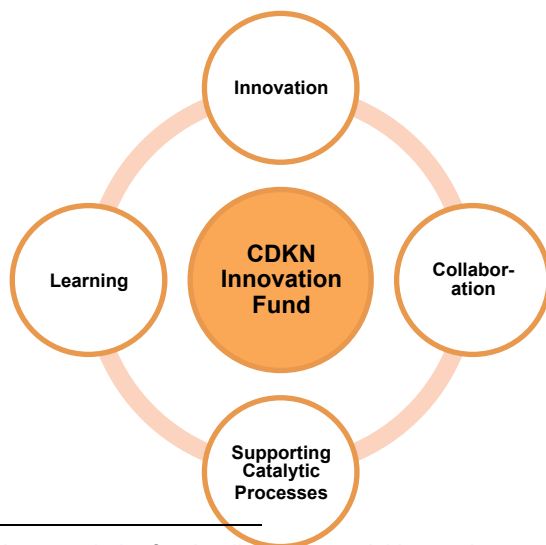
CDKN supports developing countries to deliver climate compatible development, particularly focussing its work at the policy level. One of the ways in which CDKN seeks to achieve impact is by convening and facilitating better coordination and collaboration between networks, coalitions, and communities already working at the climate-development interface.

The value of innovation

Innovation is understood to be a key element in successfully dealing with complex challenges such as climate compatible development (CCD). We define innovation as: *dynamic processes which focus on the creation and implementation of new or improved products and services, processes, positions and paradigms. Successful innovations are those that result in improvements in efficiency, effectiveness, quality or social outcomes/impacts*⁶.

Successful innovation processes can create “game-changing”⁷ results within the context of CCD. Groundbreaking ideas and new methodologies can be a vital component of the problem-solving process. They feed into pioneering (and implementable) projects and programmes, and ultimately affect positive change at the policy level. This can be seen as a ‘cycle of sustainability’ that continually builds on itself. There are four key elements of this cycle: innovation, collaboration, support for catalytic processes and learning (see diagram below).

Diagram 1: Pillars of the CDKN Innovation Fund (Round 2)



⁵ Please visit our [website](#) for details on our activities and engagements.

⁶ As defined by the [Humanitarian Innovation Fund \(HIF\)](#)

⁷ Defined as: ‘an event, idea, or procedure that effects a significant shift in the current way of doing or thinking about something’ (<http://oxforddictionaries.com/definition/game%2Bchanger>)

The CDKN Innovation Fund

What is it?

The CDKN Innovation Fund promotes innovative thinking **and** action. It is flexible to catalyse a range of different project types, scales of operation and stages of development.

How does it work?

The fund is designed as an open competitive mechanism to provide fast-moving support for creative initiatives in the field of climate change and international development.

The CDKN Innovation Fund opened its first application window in October 2011. The fund received a large number of applications (over 100), many of which were high quality, and it was decided that CDKN would support 13 of these projects. Given the successes of the first round, CDKN has decided to open a second round of funding in June 2012.

Round 2 is now structured around support for organisations in designing and developing innovative projects, in partnership, on CCD, through an **innovation process**⁸. The outcomes of this process will include outputs, such as a 'game-changing'⁹ project proposal, an implementation road map or plan, learning materials¹⁰, best practice tool kits and policy briefs amongst others. CDKN encourages applicants to suggest other outputs and/or innovation processes that are not outlined in this document, but will result in innovative thinking and action on CCD.

Please note

Round 2 will focus specifically on the Africa region. Applications from other regions will not be considered.

Due to developments in CDKN's strategy in year 3, the Innovation Fund no longer has its research specific window, which was integrated into Round 1. For further information please see the accompanying 'Frequently Asked Questions' document.

Due to the number of projects selected for funding and the development of CDKN's strategy as a five-year programme, Round 2 may be the last round of the Innovation Fund in its current format.

⁸ Please see page 29 for guidelines to develop a successful innovation process.

⁹ See definition in previous footnotes.

¹⁰ Including a report on how the innovation process worked.