

PROPOSAL FORM

APPLICATION GUIDELINES

- For your application to be considered, please do not modify the format of this form and respect the word limit specified in each case. Use the blank space to enter the answer in each section. **This application should not exceed 5 pages in length** (excluding CVs, work plan/schedule of execution, indicative budget, and bibliographical references that are part of the annex of this form).
- To apply, researchers and research teams must send this form (in PDF format) duly completed through the **Web Submission Form**. **All annexes must be included in this application form and should also be attached individually, following the instructions provided in the online application system.**
- This form is subject to the terms and conditions of the call, including the provision on "Arbitration, Applicable Law and IDB Privileges and Immunities."
- Due to technical limitations, we can only provide the proposal form in PDF format. You may export the document into Word format. If you are not able to do this, email Elton Mancilla, eltonma@iadb.org.

I. APPLICANT DETAILS

INSTITUTION	Name of the institution or associated institutions presenting this proposal.
PRINCIPAL INVESTIGATOR (PI)	Name, nationality, email address, and affiliation (if applicable) of the PI. Note: if the proposal is selected, the leadership of the team cannot be deferred to another team member or external person. IDB must authorize changes in team composition and may constitute a reason to terminate the agreement.
RESEARCH TEAM	Name, nationality,, email address, and affiliation (if applicable) of all members of the research team. Note: if the proposal is selected, changes in team composition must be authorized by IDB and may constitute a reason to terminate the agreement. However, the principal investigator of the proposal should lead the entire project until its full completion.
ELIGIBILITY	Pursuant to IDB policies, Applicants must meet the following requirements: be a citizen of one of the 48 IDB member countries and not have family members who currently work at the Inter-American Development Bank or IDB Invest (jointly, "IDB Group") (to the fourth degree of consanguinity and second degree of affinity, including husband or wife). Please indicate in the space provided below whether all members of the research team (including the project leader) meet these requirements for participation.
CO- AUTHORSHIP OF RESEARCH PRODUCT	Indicate the names of the team members who will be co-authors of the final research product (working paper considered for publication in the IDB publication series and/or external academic journals). Note: if the proposal is selected, changes in the co-authorship of the final research product (working paper and/or publication in an external academic journal) must be authorized by IDB and may constitute grounds for termination of the agreement.

II. SCOPE OF THE RESEARCH PROPOSAL

FOCUS COUNTRY	Indicate the name of the country or countries on which the research study will focus. Note: Only proposals analyzing at least one of the 26 IDB borrowing member countries will be considered.

III. RESEARCH PROPOSAL

TITLE	Tentative title of the research proposal / research paper.
RESEARCH QUESTION AND OBJECTIVE(S) [Max. 200 words]	<ul style="list-style-type: none"> State the main research question(s) that the proposed study intends to answer Briefly state the general objective of the research study.
RELEVANCE [Max. 400 words]	<ul style="list-style-type: none"> What is the public policy relevance of the proposed study? What is known about the topic in general and, specifically, in the LAC region? What are the knowledge gaps to be closed by the proposed research? Include relevant references
CONTRIBUTION [Max. 400 words]	<ul style="list-style-type: none"> What contribution do you propose to advance with your research compared with what is known in this area?
CONCEPTUAL FRAMEWORK AND TRENDS [Max. 400 words]	<ul style="list-style-type: none"> Provide initial ideas regarding conceptual or theoretical issues to consider in this paper. What relevant trends will this paper document?
REVIEW OF EMPIRICAL STUDIES [max. 400 words]	<ul style="list-style-type: none"> Provide some papers that the paper will review. Discuss potential criteria that will be used to select papers to be included in the review.
POLICY EXAMPLES FROM THE REGION AND POLICY RECOMMENDATIONS [Max. 400 words]	<ul style="list-style-type: none"> Provide potential policy examples that you could discuss in the paper and relevant features and characteristics. Present some initial policy recommendations that may emerge from the analysis presented in the paper.
PERIOD OF EXECUTION	<ul style="list-style-type: none"> Indicate the estimated period for the development of the study. The maximum period to carry out the study is 14 months. Include as an annex to this proposal the work plan and planned schedule of activities.
BUDGET (\$USD) [Max. 100 words]	<ul style="list-style-type: none"> Provide the total amount of funding requested in U.S. dollars. This estimate should include the monetized value of all inputs and activities necessary to carry out the study/intervention.

<p><u>maximum funding of US\$25,000.</u></p>	<ul style="list-style-type: none"> Specify whether the proposed project has other sources of funding. If so, provide the amounts secured or in the process of negotiation. If not, describe the measures envisaged to obtain funding if necessary. Include as an annex to this proposal an indicative budget considering all the components or activities foreseen for the development of the study. <p>Note: Funds from this call cannot be used to cover the costs of study dissemination materials (dissemination of the products of this call will be the responsibility of the IDB), travel or the purchase of goods and services (except when it is demonstrated that these are indispensable to achieve the objectives of the research). Likewise, the maximum percentage of administrative costs (overhead) is 15% of the direct costs.</p>
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APPENDIX

1. INDICATIVE BUDGET

Provide an indicative budget considering all the components or activities foreseen for the development of the study (professional fees, data collection, intervention activities and inputs, etc.). Funds from this call for research proposals must be used exclusively to cover research activities, data collection or access to secondary data sources, and the certification of the research proposal by an ethics committee (IRB). The amount of funding requested must be clearly justified.

Funds may not be used to cover the costs of dissemination materials (dissemination of the products of this call will be the responsibility of the IDB), travel expenses, or the purchase of goods and services. The maximum percentage of administrative costs (overhead) is 15% of the direct costs.

Provide the indicative budget using the table below (it is possible to modify this table to reflect all activities/components).

ACTIVITY / COMPONENT	DESCRIPTION / JUSTIFICATION	TOTAL
TOTAL		

2. EXECUTION PERIOD AND CALENDAR OF ACTIVITIES

Describe the proposed implementation period and provide a detailed schedule of activities. If the proposal includes implementation and field work activities, provide the work schedule and a description of all activities.

The schedule of activities must include the milestones mentioned in the Call for Proposals (which are also presented below):

- August 24, 2025: Due date for receiving proposals. Institutions should ensure that the complete documentation is submitted to the coordinating committee. Complete**

documentation includes the registration form with all the information requested, the research proposal, budget, and curriculum vitae (CVs up to three pages long).

- September 8, 2025: Announcement of selected research proposals.
- October 30, 2025: Submission of signed contracts between IDB and the awarded institution. The contract must be signed by the legal representative of each institution. Selected proposals that fail to comply with the deadline will be ineligible to receive research funds from this Call for Research Proposals.
- November 30, 2025: Due date for receiving the paper outline.
- January 16, 2026: First Discussion Seminar to be held virtually via Zoom with the research leaders of the studies for the purposes of presenting their proposals and the methodologies to be used in the studies, as well as brief preliminary discussions.
- April 15, 2026: Due date for receiving a first draft of research papers. The drafts should include an outline of the paper, a draft discussion of the related literature, a description of the context and institutional background, a detailed description of the methodology, and a description of the data to be used. Though welcome, results are not expected for the first draft.
- May 15, 2026 (Date to be determined): Second Discussion Seminar in Washington, D.C. with the research leaders of the studies (or designated team members previously approved by the IDB) to discuss updated drafts of the research papers.
- August 15, 2026: Due date for receiving a second draft of the research papers, incorporating the changes associated with the feedback received from the coordinating team during the Second Discussion Seminar.
- September 30, 2026: Deadline for final versions of the research papers, including summaries that discuss policy implications. Data and replication files should be submitted by this date. Research papers must follow the IDB Manual of Style for working papers. Studies that are of good quality at this stage will be considered for publication in the IDB Working Papers series.

3. CURRICULUM VITAE (CV)

Note: The maximum length of each member's CV is 3 pages.

Final note: It is essential that all the previously mentioned annexes are incorporated in this application form and that they are also attached individually following the indications provided in the [Web Submission Form](#).