



CALL FOR PROPOSALS FOR COMPETITIVE RESEARCH AND INNOVATION FUNDS FOR YEAR 2023/2024

1.0 INTRODUCTION

The Institute of Accountancy Arusha (IAA) is a parastatal Educational Institution established by the Institute of Accountancy Arusha Act of 1990. As part of its mission, the IAA aspires to provide high-quality competency-based training and offer research and consultancy services through applied technology. The Institute has a great responsibility to use innovation, research, and teaching to advance national development goals. Based on its new strategic plan for 2022/23 to 2025/26, IAA seeks to be an exemplary centre of excellence in modern business management training, research, and consultancy services. Research and innovation are the means by which IAA will reach that desired degree of excellence.

The Institute's vision is implemented by conducting research, offering consultancies to business organizations, government, and non-governmental organizations, and arranging for the publication and general dissemination of study materials in connection with the work activities of the Institute. In accomplishing the Institute's functions, eight core values are highly considered namely customer-focused, integrity and transparency, excellence and professionalism, creativity and innovation, accessibility, responsibility, teamwork, and diversity and equal opportunity for all.

Today, there are many important global issues—political, economic, social, technological, and environmental—that require rapid attention. Higher learning institutions are dedicated in identifying and addressing world issues, including poverty, terrorism, technology, climate change and variability, pollution, food and water security, global conflicts and pandemics, among others through research and innovation. Recent studies show that research and innovation are important drivers for improving economic performance and social well-being. It is for this reason that during the past ten years, market forces have become more prominent in the funding of research and innovation.

During the financial year 2023/24, the Institute has set aside a budget of 60 million shillings (Internal source) and 50 million shillings (for the HEET project - financial year 2022/23) to promote research and innovation projects that are designed to find practical solutions to societal needs and emerging challenges.

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2.0 CATEGORIES OF THE RESEARCH FUNDS

The competitive research and innovation funds are divided into two main categories, namely:

2.1 Multidisciplinary Research Fund (internal source fund)

Under this category, IAA invites researchers from various disciplines to submit their research proposals intended to solve societal problems using a multidisciplinary research approach while tracking or reflecting on any of the Institute's areas of interest.

2.2 Applied Research and Innovation Fund (HEET project fund)

Under this category, IAA invites trans-disciplinary teams of applied researchers and innovators from various disciplines to submit their applied research and innovation proposals intended to develop transformative, sustainable solutions to societal or organizational problems that will contribute to addressing development challenges. This category provides an avenue for the Institute to make targeted interventions in solving particular societal or organizational problems.

3.0 TEAMS COMPOSITION

Multidisciplinary research and innovation teams should ideally include at least one Senior researcher or innovator at the rank of Senior Lecturer (HEET project fund) and Lecturer (internal source fund) or above and one junior researcher for the purpose of mentorship. However, the total number of members in a team shall not exceed five. Also, the makeup of the research and innovation teams will also take gender balance into account.

4.0 ELIGIBILITY

The eligibility to apply for the Research and Innovation funds includes the following:

- a) Applicants must be bonafide academic staff members of IAA (***Multidisciplinary Research Fund***).
- b) Applicants must be bonafide academic staff members of IAA and may collaborate with a restricted number of external researchers and innovators but Principal Investigators (PI's) must be from the IAA (***Applied Research and Innovation Fund***).
- c) Applicants (PI's and team members) who have previous research funds, whose duration has elapsed and whose final report has not been submitted will not be considered (***Multidisciplinary Research Fund***).

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5.0 AREAS OF RESEARCH AND INNOVATION

5.1 Multidisciplinary Research Fund

5.1.1 Cluster 1: Finance and Accountancy

Priority areas: Any relevant topics in accounting, audit, finance, investment, credit, banking, economics, tax, projects, insurance and risk, among others.

5.1.2 Cluster 2: Humanities and Social Sciences

Priority areas: Any relevant topics in business, procurement, supply chain, human resource, policy, tourism, climate change, marketing, education, and communication, among others.

5.1.3 Cluster 3: Informatics

Priority areas: Computer science, computer networking, mobile application, cyber security, information systems, library and information sciences, among others.

5.1.4 Cluster 4: Governance and Security Studies

Priority areas: Peace, security, strategic studies, governance and leadership, among others.

5.2 Applied Research and Innovation Fund (HEET project fund)

Any relevant applied research and innovation or prototype that attempts to develop viable products or solutions to societal or organizational problems (copyrighted: software, product, process, artistic designs, a registered start-up) but limited to:

5.2.3 Cluster 1: Finance and Accountancy

Priority areas: Any relevant topics in accounting, audit, finance, investment, credit, banking, economics, and taxation, among others.

5.2.4 Cluster 3: Informatics

Priority areas: Computer science, computer networking, mobile application, cyber security, information systems, library and information sciences, among others.

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6.0 BUDGET

The proposal ought to include estimated costs, including capacity building, equipment, consumables and laboratory facilities, interactions with possible innovation users, perdiems, transportation, publication, etc. The maximum limit of funds for every proposal from the multidisciplinary research and applied research and innovation category must not exceed the amounts stated below:

6.1 Applied Research and Innovation Fund

Two (2) proposals @25 million **TZS 50,000,000.00**

6.2 Multidisciplinary Research Fund

Various proposals (minimum of 6) @**TZS 5,000,000.00 – TZS 10,000,000.00**

Note: All funds made to researchers and innovators must be used for the project's duration, in compliance with the authorized budget and all applicable laws, rules, and regulations pertaining to finance and procurement. Salary, honoraria, and institutional overheads are not included in the proposed budget for funding.

7.0 PROJECT DURATION

The maximum project duration will be eight (8) months from the date of signing the contract. Longer duration may be allowed under special circumstances upon request.

8.0 DELIVERABLES

8.1 Multidisciplinary Research Fund

Successful applicants for the multidisciplinary research fund will be required to submit to the Director of Research, Consultancy and Publication (DRCP) progress reports on a quarterly basis, and the final research report. The reports shall include physical progress as per the approved work plan for the periods covered by the reports. Expected deliverables of the research projects shall include:

- a) Quarterly progress reports,
- b) Final Research Report,
- c) Dissemination report (seminars /forums/ outreach program), and
- d) At least one publication in the form of a journal article published by IAA or any other referred journal of acceptable quality as prescribed by IAA;

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8.2 Applied Research and Innovation Fund

Successful applicants for the applied research and innovation fund will be required to submit to the Director of Research, Consultancy and Publication (DRCP) progress reports on a quarterly basis. The reports shall include physical progress as per the approved work plan and financial progress (Statements of Income and Expenditure) for the periods covered by the reports. Expected deliverables of the applied research and innovation projects shall include:

- a) Quarterly progress reports,
- b) Final Research Report,
- c) At least two publications in the form of a journal article in reputable journals of acceptable quality as per the HEET project;
- d) Dissemination report (seminars /forums/outreach program), and
- e) One or more of the following:
 - i. Commercialized product or process;
 - ii. Computer software and applications;
 - iii. Policy briefs, manuals and dissemination materials
 - iv. Discovery; new and improved materials, species, technologies or practices;
 - v. Working prototype or process;
 - vi. Registered intellectual property (patent, copyright, etc.);

9.0 APPLICATION DETAILS

Applicants shall be required to submit their proposals in Ms Word and PDF format (A4 paper size, 1 inch margin all round, 12 points Times New Roman fonts, single line spacing, Left/right/top Margin 2.54 cm, or 1 inch): The proposal format shall be as follows:

9.1 Cover page for multidisciplinary research and applied research and innovation proposals

The cover page shall not exceed 1 page with the following information:

- a) Title of the Research/Innovation Project
- b) Cluster/Research/Innovation Area
- c) Name of the Principal Investigator(s)/Researchers/Innovators(s) with emails and mobile telephone numbers
- d) Affiliation of the research team – Institution, Campus, Department etc.
- e) Summary (abstract of the proposal clearly stating how the project will address societal or organizational problems and its reflection on IAA area of interest or HEET project);

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9.2 The research proposal (multidisciplinary research fund/Applied Research)

The research proposal shall not exceed 10 pages, which includes the following information:

- a) Introduction (Background, problem statement and objectives)
- b) Summary of Literature Review
- c) Methodology
- d) Expected Outputs
- e) Sustainability Measures
- f) Project Management Structure
- g) Project Implementation Plan
- h) Project Budget Summary (not exceeding 1 page).
- i) References (APA style)
- j) Appendices

9.3 The innovation proposal

The Research/Innovation proposal shall not exceed 12 pages, which includes the following (but not limited to) information:

- a) Background information (introduction, description of the product/prototype/innovative solution and value proposition)
- b) Project goal and specific objectives
- c) Summary of Literature Review (where applicable)
- d) Methodology
- e) Expected viable products and potential users
- f) Registration/IP protection plan
- g) Project Risks and Mitigation Plan (any technical and/or commercial risks and how they will be mitigated);
- h) A letter as proof of engagement with industry (where applicable)
- i) Project Management Structure
- j) Project Implementation Plan
- k) Project Budget Summary (not exceeding 1 page).
- l) References
- m) Appendices

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Note: In addition, a two-page CV in a standard format, including recent publications related to the proposed area for each team member should be annexed (applies for both proposals).

10.0 EVALUATION CRITERIA

10.1 Multidisciplinary Research Proposal

The multidisciplinary research proposals shall be evaluated by using the following criteria:

- a) The Institute Research areas of interest as per section 5.1 (5%);
- b) The potential for solving societal or organizational problems (15%)
- c) Originality and novelty (10%)
- d) Scientific methodology (40%)
- e) Potential for publication (10%)
- f) Compliance with proposal details, contents and CVs (10%)
- g) Multidisciplinary, academic ranks and gender aspect inclusion (10%)

All submitted multidisciplinary research proposals shall be evaluated by teams of independent internal reviewers.

10.2 Applied Research and Innovation Proposals

The applied research and innovation proposals shall be evaluated on the potential for solving societal or organizational problems and contributing to national development goals. The extent to which the project's impacts reach a significant number of people (villagers/communities), or influencing policies, programmes and interventions, and to change people's lives, systems and processes.

- a) The areas of interest (HEET) as per section 5.2 (5%)
- b) Quality and clarity of project presentation (5%)
- c) Originality and novelty (10%)
- d) Clear methodology including dissemination plan (30%)
- e) Potential for commercialization including intellectual property protection, up-scaling and application to advance knowledge (10%)
- f) Relevance and feasibility (5%)
- g) Potential for evidence-based policy advice (5%)
- h) Capability of the team to execute the project/proposal (10%)

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- i) Potential for publication (5%)
- j) Compliance with proposal details, contents and CVs (5%)
- k) Multidisciplinary, academic ranks, gender aspect and team members should be affiliated from at least two campuses (5%)
- l) Proof of engagement with industry (5%)

All submitted applied research and innovative proposals shall be evaluated by teams of independent internal and external reviewers.

11.0 DEADLINE FOR APPLICATION

All proposals should reach on or before 31st December, 2023 at 23:59 hours. All proposals must be submitted via mordecai.matto@iaa.ac.tz and copied to christopher.marushwa@iaa.ac.tz.

ISSUED ON 27th NOVEMBER 2023

PROF. EPAPHRA MANAMBA

DEPUTY RECTOR – ACADEMIC, RESEARCH AND CONSULTANCY

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