

PREVIEW SUBMISSION FORM: 2023 CALL FOR CONCEPT NOTES

Member-Led Submissions

This is not an official submission form. All submissions *must* be made through the online form: [2023 Call for Concept Notes \(google.com\)](#)



**CALL FOR
CONCEPT NOTES**

Leading Through Learning
Global Platform

 **USAID**
FROM THE AMERICAN PEOPLE

The graphic features a network of blue and grey circular icons connected by lines, representing various digital and educational concepts like music, video, search, social media, and communication. The USAID logo is positioned on the left side of the graphic.

The USAID Leading Through Learning Global Platform (Leading Through Learning) and its three Learning Networks, the USAID Education in Crisis and Conflict Network (ECCN), the USAID Global Reading Network (GRN), and the USAID Higher Education Learning Network (HELN), invite members to submit Concept Notes proposing activities for over the next year. This is an opportunity to identify and co-develop activities that build and share evidence and knowledge, provide professional development opportunities, and engage USAID partners and staff around the priorities of each Learning Network.

Learn more about submission requirements, what we are looking for, and important deadlines at edulinks.org/announcements/LTLGpcallforconcepts2023.

*Indicates a required field.

Section 1: Submitter Information

1.1 Please select the description that best reflects your institution or role.*

Choices: USAID Staff, USAID Mission Staff, International Implementing Partner, Local Organization, Private Sector, Research/Academic Institution, Other

1.2 First Name (Given Name)*

1.3. Last Name (Family Name)*

1.4 Pronouns*

Select from list: He/Him, She/Her, They/Them, Other (specify)

1.5 Email Address*

Please provide the address where you would like to receive updates on your submission.

1.6 Submitter's Phone Number

Please include your country code or area code.

1.7 Submitter's Country of Residence*

List the country.

1.8 Select the region associated with the submitter's country of residence.* (Please select one.)

Select from list: Caribbean, Central Africa, Central Asia, East Africa, East Asia, Europe, Latin America, North America, Northern Africa, Oceania, South Asia, South East Asia, Sub Saharan Africa, West Africa, Western Asia (Middle East)

Section 2: Organizational and Partnership Information

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2.1 Submitter's Organization and Partners*

Please include any partner organizations you expect to be involved.

2.2 Submitter's Job Title/Position*

2.3 Organizational Website(s)*

2.4 Organizational Social Media Platform(s)*

Section 3: About the Concept

3.1 Provide a brief summary of your concept.*

What is the specific technical topic? What is the proposed rationale for this approach? Why is this activity needed at this time, and why should Leading Through Learning support it? (350 words maximum)

3.2 Which USAID Learning Network is the activity associated with?* [Select all that apply.]

Please see [USAID Leading Through Learning Global Platform \(LTLGP\)](#) for reference.

Select from list: USAID Education in Crisis and Conflict Network (ECCN), USAID Global Reading Network (GRN), USAID Higher Education Learning Network (HELN), Cross-Cutting (relevant for more than one Learning Network)

3.3 Type of Service Requested to Support Concept*

Select from list:

- Local or regional events curated around a technical challenge, promising practices, existing evidence, or resource contextualization (Webinars, Storytelling Event, Roundtable, or Panel Discussions).
- Member- linking opportunities to share expertise, technical challenges, and promising practices (travel and registration, networking, and sharing events).
- Targeted task teams or working groups on topics relevant to specific USAID Learning Networks (scripting and storyboarding for videos, co-creation of graphics and infographics, outreach and engagement campaign design, co-creation events).
- Identify and support experts to provide technical review and comment on relevant resources in development (provide review and guidance, ground-truth research, adapt research).

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- Training activities that focus on skill-building or skill application in a given topic for a specific or broad audience.

3.4 Where will this activity take place?*

(100 words maximum)

3.5 Proposed Start Date* (cannot start before November 2023)

3.6 Proposed Completion Date* (cannot exceed August 2024)

3.7 Who will directly benefit from this activity, and how? Who will indirectly benefit?*

(350 words maximum)

3.8 What is the intended outcome(s) of the activity?

(350 words maximum)

3.9 How will the outputs of the activity contribute to the public good?*

(350 words maximum)

3.10 How will the outcome(s) benefit USAID's Learning Network members and contribute to USAID's Learning Agendas?*

(350 words maximum)

3.11 How will the outcome(s) benefit your organization?*

(350 words maximum)

3.12 How will the activity incorporate aspects of equity and inclusion?*

(350 words maximum)

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3.13 What types of non-labor costs do you expect?*

Examples include written or spoken translation, printing, venue rental, or travel.

Section 4: Disclaimer

DISCLAIMER STATEMENT

1. I understand that the submission of my concept note does not mean that my concept note is automatically accepted.
2. I understand this is not a grant program. No funding will be awarded to concept note applicants or organization(s).
3. Leading Through Learning will provide ICT platforms and support member-led planning and logistics.
4. Limited non-personnel costs of \$5,000 or less related to printing, travel, or logistics will be considered on a case-by-case basis.
5. Leading Through Learning reserves the right to support only those member-led concepts that are determined by the selection committee to be deserving of support; it is possible that no member-led applications will be accepted. Depending on the number of accepted member-led concept notes received in this call, another call might follow later in the year.
6. If multiple member-led concept notes are submitted with a similar purpose or content, Leading Through Learning reserves the right to: a) request that proposing organizations work together; or b) choose the member-led concept note that the selection committee believes is better grounded, conceived, or resourced.
7. Submitter retains all rights or claims to the concept note and the intellectual property incorporated into the concept note, including, but not limited to, scholarly works, data, reports, curricula, specifications, outlines, drafts, software, and videotapes incorporated into the concept note ("IP"). All intellectual property rights in the concept note are the sole and exclusive property of Submitter. In order for EDC to meet the requirements of the Leading Through Learning contract, it must obtain certain rights in the intellectual property and materials that it directly funds. Therefore, Submitter hereby grants EDC and the United States government a perpetual, irrevocable, worldwide, fully paid-up, royalty-free license, with the right to sublicense, to the IP for the purposes of providing the material support contemplated in the concept note. If materials are funded and/or created by Leading Through Learning as a result of that material support, EDC and the United States government have unlimited rights to use, disclose, reproduce, prepare derivative works, distribute copies to the public, and perform publicly and display publicly, in any manner and for any purpose whatsoever, and to have or permit others to do so, as required by FAR 52.227-14. For clarity, if Leading Through Learning does not fund or create materials or derivative works based on the IP in the concept note then no rights are transferred to EDC and the United States government.
8. I have made every effort to guarantee the accuracy of the information supplied herein on the Call for Concept Notes Form.

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