

Modern Energy Cooking Services- Technology Research Innovation for International Development (MECS-TRIID) April 2019

GUIDANCE DOCUMENT



Notes

Please ensure you have read this MECS-TRIID Guidance Document as well as the MECS-TRIID Grant Specification documents and the FAQs carefully before completing the Grant Application Form, they will provide valuable information for applicants.

The text will be made available in full on Loughborough University's website. The text may be freely [downloaded](#) and translated by individuals or organisations for conversion into other accessible formats. If you have other needs in this regard, please contact Loughborough University at mecs@lboro.ac.uk.

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1. Introduction

Modern Energy Cooking Services-Technology Research Innovation for International Development (MECS-TRIID) is an initiative being implemented under the Modern Energy Cooking Services programme (MECS). The MECS programme is funded by the UK Department for International Development (DFID), led by Loughborough University UK and implemented through partnerships with academia, business and non-government organisations. This initiative will fund research into developing new solutions and approaches which may improve the performance and delivery of modern energy cooking services and which will provide tangible and impactful benefits.

- 1.1 The countries supported by DFID include the following: Afghanistan**, Angola, Azerbaijan, Bangladesh, Benin, Burkina Faso, Burundi, Cambodia, Cameroon, Central African Republic, Chad, Comoros, Congo (Democratic Republic of the), Côte d'Ivoire, Djibouti, Egypt (Arab Republic of), Eritrea, Ethiopia, Gambia, Ghana, Guinea, Guinea-Bissau, Haiti, Iraq, Kenya, Kyrgyz Republic, Lao People's Democratic Republic, Lebanon, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Nigeria, Pakistan, Papua New Guinea, Rwanda, Sao Tome and Principe, Senegal, Sierra Leone, Solomon Islands, Somalia**, South Sudan, Sudan, Swaziland, Tajikistan, Tanzania (United Republic of), The Occupied Palestinian Territories, Togo, Turkmenistan, Uganda, Uzbekistan, Venezuela (República Bolivariana de), Yemen, Zambia and Zimbabwe.

*Syria is excluded from the list.

** Not eligible for a Small Charities Challenge Fund grant

- 1.2 The purpose of the MECS-TRIID initiative is to:

- Reduce barriers to innovation and advance technology in modern energy cooking.
- Enable a more sustainable, economical and easily accessible cooking system in countries supported by DFID.
- Develop smart ideas that have the potential to advance further.
- Fund early-stage innovations to take to the next stage of development.

- 1.3 Projects should aim to address modern energy cooking challenges across the following themes:

- Energy storage for cooking;
- Grid and infrastructure adaptability;
- Alternative fuels;
- Delivery models (related to business or finance) and gender, accessibility and inclusion in MECS.

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- 1.4 The initiative funds research into a wide-range of novel and innovative solutions that use science, engineering and technology to advance modern energy cooking services in countries supported by DFID. The purpose of MECS-TRIID is to stimulate innovations in modern energy cooking technology and systems and support the advancement of technology-based cooking energy products, processes and services.
- 1.5 MECS-TRIID provides 100 percent (full economic cost) funding of up to GBP 30,000 per project. This can be paid in two instalments; 25% on approval of first progress report and the remaining 75% at the delivery of an approved final report or alternately 100% at the end of the project, when the final report is approved by Loughborough University. All payments are conditional upon receipt by Loughborough University of a satisfactory Statement of Grant Usage and supporting evidence of financial documentation such as receipts.
- 1.6 The competition is open to companies of all sizes, businesses including micro, small and medium-sized enterprises, academia and other organisations, to support research projects which could lead to enabling a safe and efficient modern energy cooking system.
- 1.7 Organisations who fund grant making schemes of their own are not eligible to apply.
- 1.8 The competition welcomes Applications from organisations based in any part of the world, but project solutions must be focused in countries supported by DFID.

2. Application process

- 2.1 In order to apply to the MECS-TRIID initiative you must be: -
- any organisation of any size;
 - a business based anywhere in the world
- 2.2 In addition to meet the criteria above, your project must be innovative, related to modern energy cooking services and focussed on one of the four key themes.
- 2.3 Your Application must be within the scope. If your innovation applies to two or more of the described themes, please choose the one that is most relevant. The Application will be assessed on the innovation ideas rather than the chosen theme.
- 2.4 MECS-TRIID welcomes Applications from consortia, especially if some or all of the organisations are based in the countries supported by DFID. You are allowed to have a total of up to three partners in the consortia (including the lead). A lead applicant, who will be the Grant Recipient should be identified.
- 2.5 Previous applicants of DFID funding and other Loughborough University projects are welcome to apply.
- 2.6 Up to 10% more points are on offer to applicants who are based in a country supported by DFID or is going to knowledge share with a partner based in a country supported by DFID. Applicants will need to clarify which DFID supported country the project applies to. You should describe the roles played by all partners especially the company that is based in the country supported by DFID. Highlight the activities (for example trials, lab testing etc. if applicable) that will happen in the countries supported by DFID.

3. Getting support with your application

- 3.1 If you are looking for one or more partner organisations with specific areas of expertise the MECS team at Loughborough University can support your search. You must make a request for assistance by 14th May 2019 (3 weeks before competition deadline). This process will be well managed to ensure that no conflict of interest arises during the assessment process.
- 3.2 The Application can be developed in collaboration with existing member of the MECS programme but their inputs should be acknowledged in the Application.
- 3.3 If an existing member of the MECS team will be a key resource during the implementation of the project this should be highlighted in the Application.
- 3.4 If you would like your application to be reviewed prior to submission or wish to receive neutral advice on your proposal the KTN can be contacted as experts in processing grant applications. This relationship will be managed fairly to ensure no conflict of interest arises during the assessment process.

How to apply

- 3.5 Carefully read this Guidance document, the Grant Specification document and the MECS-TRIID FAQs. There are four themes to choose from (energy storage for cooking, grid and infrastructure adaptability, alternative fuels and delivery models). Decide which competition you are applying to and complete your Grant Application form. Some project ideas may overlap between two or more themes, but you can only apply under a single theme. Please choose the theme that best fits your idea. All the themes will be considered equally, no theme is ranked higher than the others.
- 3.6 Only applications submitted using the Grant Application Form will be accepted. A Microsoft Word version (.doc or .docx format) of the document should be submitted to mecs@lboro.ac.uk
- 3.7 The Due Diligence Questionnaire (DDQ) applicable to your application must be completed honestly and in full and submitted at the same time as your application form. All those Applications that progress to the full assessment will undergo Due Diligence (DD) checks on their lead organisation or, lead consultant in the case of Application by individual consultants. Any applicants that are found to be clearly misleading or dishonest will be disqualified from the applications process or deemed as out of scope.

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- 3.8 Only the information provided in your Grant Application Form and DDQ will be assessed. No other documentation should be attached to your submission. Any additional documents attached will not be considered.
- 3.9 Only use the latest MECS-TRIID documents for your application. The documents are available [here](#) for download. If you apply using any other form the application will not be considered.
- 3.10 Applications must be submitted by 23:59 hours BST on 4th June 2019. Late submissions will not be considered.
- 3.11 Keep within the maximum word counts noted in each of the sections of the Grant Application Form. Applications exceeding the word counts will not be considered.

Application questions

- 3.12 Further guidance on what should be included in your response to the Grant Application form questions are given below.
- 3.13 **Question 1 The Challenge** This question seeks to understand the main motivation for your project. You should clearly describe the problem or challenge you are seeking to address. You must clearly articulate why you consider this to be a modern energy cooking challenge and the wider benefits your idea could potentially have on the economy, society and environment. Please refer to the DFID country(ies) this challenge applies to. Similarly, if relevant, any Applications to targeted calls should clearly articulate what challenge you are addressing within the defined scope of the targeted topic area (see the Grant Specification Document). You should not give full details of your innovation here, however, you should focus on why it is needed. Discuss what the possible unmet need or shortcoming is in the current practise.
- 3.14 **Question 2 Innovation** You should clearly describe your innovative solution that will address the challenge you have set out in question 1. Outline exactly what your innovation is seeking to address (e.g. is your solution applying existing technologies in new areas, developing new technologies for existing areas or is it a totally disruptive approach?). Please include relevant diagrams or figures to clearly explain your concept (remember that the text in your diagrams and figures are not included in the word count). You should note what solutions currently exist and how your proposed innovation is different. Explain how your solution will improve the current state of the art. Provide evidence of how or why your innovation solution is likely to work. Supporting evidence will be helpful, however, avoid listing a series of publications.

- 3.15 **Question 3 Local Partner/Technology Knowledge Transfer to country supported by DFID** Name the country/ies the project applies to/where research will be implemented. Please confirm how you will ensure that the technology and/or knowledge will be transferred to the country/ies being supported by DFID. Describe the activities (for example trials, lab testing etc. if applicable) that will happen in the country being supported by DFID. List all the companies you will be cooperating/collaborating or working with in delivering this project.
- 3.16 **Question 4 Project Management** Clearly set out your project plan in a Gantt chart. Please detail the aims and objectives of your research, how you plan to accomplish these and who will deliver this project effectively. Please note what deliverables you expect to produce at what stage in the project. There is an expectation of clear work packages, milestones and deliverables. Clearly describe relevant risks to this project and how you plan to mitigate them especially relating to safeguarding and whistleblowing. Describe the roles, skills and relevant experience of the project team, including any sub-contractors.
- 3.17 **Question 5 Impact and Further Development** Clearly describe how the results of your research will benefit the modern energy cooking challenges in the countries supported by DFID and name the country(ies) affected. You should demonstrate how your project aligns to the thematic areas of the MECS programme and how your project can deliver against those. Please give details on how you plan to maximise your results. The deliverables you produce will allow you to disseminate your research as widely as possible. Please list here what deliverables you expect to produce (these should also be included as milestones in Question 4 above). A report is required as a minimum. Projects should ideally be taken forward beyond the funding offered under this programme. Outline your plan for obtaining funding for the next stage of development of your project, should you succeed in receiving MECS-TRIID funding. There is potential for further funding from the MECS programme for next stage of successful delivery of MECS -TRIID funded projects however, this is not guaranteed. Therefore, Loughborough University encourages applicants to consider actions and activities for gaining further funding to develop the next stages of this project.
- 3.18 **Question 6 Project Finances** Projects should demonstrate value for money. All cost information provided should be clearly explained and all rates must reflect fair market value. Sub-contractor and material costs should be justified. Your answer should clearly describe what you will spend the funding on and justify why (especially if you intend to claim back any VAT on delivery of research). If you expect to pay VAT during the delivery of the research, (e.g. for consultancy/ sub-contracting charges, material costs and other expenses), and are unable to recover this from HMRC, you must ensure that the cost of these VAT payments is included in question 6 of your grant application form. It is important to note that Grant funding is not payable to you for any costs during the delivery of the research which may incur VAT which you are able to recover back from HMRC (see section on VAT in 5.10-5.12 for further details). The eligible costs are those directly related to the project such as appropriate Labour costs (i.e. reasonable rates), materials, sub-contractor invoices and expenses such as reasonable travel costs for meetings etc. Please also refer to the section on Eligible Expenditure paragraphs 10-13 of the Grant Disbursement Agreement. Any claims made for items listed in the NOT Eligible Expenditures will not be paid. Only eligible

costs directly associated with the MECS -TRIID projects will be reimbursed such as material costs, labour costs etc.

- 3.19 You will be requested to sign the following statement: - *Having examined the Guidance Document, Grant Specification, FAQs and Grant Disbursement Agreement with Funding Agreement template, I hereby submit our application on the full understanding that any resulting Grant Offer shall be subject to the provisions of the Funding Agreement and I accept these terms and conditions.*

How your Application is assessed

- 3.20 After the deadline, only applications that meet the eligibility criteria and scope of the competition will be assessed. You will be notified if your Application is out of scope with full reasons as to why. Loughborough University reserves the right to declare Applications as out of scope.
- 3.21 This initiative will operate on an open and transparent basis; Applications will be assessed against the assessment scoring criteria, detailed in this Guidance document.
- 3.22 For MECS-TRIID April 2019, an initial Triage assessment will be carried out where only questions 1, 2 and 3 (The Challenge, Innovation and Knowledge Transfer) will be assessed by at least two evaluators at Loughborough University.
- 3.23 Only those Applications receiving an aggregated score of 50% or greater for questions 1, 2 and 3 (30 or more out of 60) will progress to the full assessment.
- 3.24 All those Applications that progress to the full assessment will undergo Due Diligence (DD) checks on their lead organisation or, lead consultant in the case of Application by individual consultants.
- 3.25 Even if the project ideas score highly, passing this DD check is a pre-requisite for working with Loughborough University.
- 3.26 During the full assessment, all six questions will be reviewed by a minimum of two further expert evaluators from Loughborough University and partner organisations.
- 3.27 The final decision on whether an Application progresses to the full assessment rests with the expert evaluators appointed by Loughborough University.
- 3.28 Brief feedback will be provided on Applications marked during the full assessment. This will consist of a total score and a brief sentence outlining the areas for improvement.

- 3.29 Evaluators with knowledge in a cross-cutting range of areas will assess and mark your Application. You should therefore write clearly in plain English, avoiding acronyms and jargon.
- 3.30 Successful Applications are all required to meet a quality threshold which is relative to other Applications received.

Notification of assessment outcome

- 3.31 Once all Applications have been assessed, you will be informed of the final decision by email from Loughborough University. If you are the lead applicant, you will be responsible for informing the other collaborators and partners about the decision.
- 3.32 A breakdown of the overall scores achieved for the Grant Application form will be provided. High-level feedback will be provided to applicants who progress to the full Application process. Those who do not achieve the minimum score at the Triage stage, will just be given their score for the Triage stage.

Successful Applications

- 3.33 A project initiation meeting will be held to allow the potential Grant Recipient to discuss the details of the project. You will be asked to discuss your Application and how you will deliver the project effectively. You must be able to satisfy Loughborough University that your methodology is likely to deliver the results sought. Loughborough University shall have the right to request any reasonable changes to the project. Only after the initiation meeting stage will Loughborough University confirm your success at the Application.
- 3.34 You will be sent a conditional Grant Offer Letter complete with a funding agreement that you must sign and return.
- 3.35 Any additional finance documentation that you are asked for will need to be completed and returned within stated timelines.
- 3.36 We will review your project costs to check that they meet our funding rules. You will need to complete a Statement of Grant Usage Form. This will reconcile your projected costs in your Application against actual costs. There should be electronic copies of original invoices, staff time etc provided as evidence for an audit trail. These expenses will need to be verified by a Senior Financial officer in the company such as a Financial Director. You may be asked to provide further information on the detail in your finance forms.

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- 3.37 The meeting can take place either at the MECS office at Loughborough University, Loughborough, LE11 3TU, via telephone or web-conference.
- 3.38 You will be able to contact the KTN for guidance on the next steps or how to gain the next funding. The KTN may be able to assist if you have challenges with suppliers and require alternative contacts.
- 3.39 If you have any questions on the mechanics of the MECS-TRIID programme, finance issues etc. please address these to the MECS-TRIID/ MECS programme email provided: <mailto:mecs@lboro.ac.uk>.

Project reporting

- 3.40 You will provide regular updates to demonstrate that progress is in line with the expected milestones and that the research will deliver or disprove the expected solution. If at any point you discover that the solution is no longer viable and/ or if external factors make it unviable, you must inform Loughborough University in writing as soon as possible.
- 3.41 There are two options for payment and both are payments on milestones. The Applicant can opt to receive 25% at an approved first progress report and 75% at approved final report and Statement of Grant Usage. Alternately, the Applicant can opt to receive the 100% funding at the end of their project when the final report and Statement of Grant Usage are approved. Key findings/ a first draft of the final report will be delivered one month in advance of the final project end date. You will be given feedback on the draft report and may be asked to make changes before the final report is due.
- 3.42 The final report produced upon completion of the project should be no more than 20 pages long, excluding references or data tabulation annexes. It will be in plain English, comprehensive and succinct. Payment of the Grant will be on condition of a high quality final report:
- 3.43 The final project report should include the following sections:
- Executive summary, including project outcome;
 - Aim of the project;
 - Objectives of the project;
 - Outline of the concept (including scientific basis) on how the technology is going to help to solve a modern energy cooking problem;
 - How the idea was generated (e.g. is it an Application from another industry?) and any intellectual property rights;
 - Assumptions made;
 - The work conducted (including technologies/approaches/equipment used)
 - The project findings and how this advances the solution;
 - Limitations of the innovation/approach/design/system
 - Practical applications of the concept to the national cooking energy system (including costs);
 - Next steps (e.g. beta or field testing and implementation; more development etc)
 - Conclusions.

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- 3.44 The final report will be disseminated across Loughborough University networks, key stakeholders and made publicly available. Please note if a confidential report is produced, a public version is also required.
- 3.45 All reports should follow the principles of the MECS programme style guide and be written and presented to a professional standard and suitable for non-specialists, with all acronyms and unavoidable technical language clearly explained.

4. Intellectual Property Rights and Copyright

- 4.1 Please refer to the IPR in the Grant Disbursement Agreement (paragraphs 61-62).
- 4.2 Intellectual property in all material (including, but not limited to, reports, data and designs, whether or not electronically stored) produced by the Partner or its personnel, members or representatives in the course of this Arrangement (“the Material”) will be the property of the Partner.
- 4.3 In signing this Arrangement, the Partner hereby grants to DFID a worldwide, non-exclusive irrevocable and royalty-free licence to use all the Material, where “use” shall mean, without limitation, the reproduction, publication and sub-licence of all the Material and the intellectual property therein, including the reproduction and sale of the Material and products incorporating the same, for use by any person or for sale or other dealing anywhere in the world.
- 4.4 In signing this Agreement, the Downstream Partner hereby grants to the Partner and to DFID a worldwide, non-exclusive irrevocable and royalty-free licence to use all the Material, where “use” shall mean, without limitation, the reproduction and publication for UK Government purposes as well as academic teaching and research.
- 4.5 You can produce a confidential version of the report for circulation in the MECS team only but also a public version for general circulation.

5. Finance summary

- 5.1 Two options will be available for Grant payment: -
- An early payment of 25% once the Grant Recipient has delivered a satisfactory first progress report. The remaining 75% will be paid at the end of the project provided that financial documentation such as receipts, the Statement of Grant Usage and the final project report is approved by Loughborough University;
 - 100% of the Grant to be paid at the end of the project provided that financial documentation such as receipts, Statement of Grant Usage and the final project report is approved by Loughborough University.
- 5.2 When claiming payment, you will be expected to complete a Statement of Grant Usage Form to explain the costs incurred. This should detail staff time utilised, cost of materials, sub-contracting charges, travel expenses and other costs. You must provide receipts for ALL CLAIMS.
- 5.3 Rates for staff time should already include some overhead costs and therefore no further overhead charges should be made. However, the salary rates must be appropriately justified, reflecting market or existing DFID benchmark values. Higher scores will be given to those providing rates below market value and deliver value for money. To demonstrate value for money the panel will be looking at the number of project days offered at different skills levels.
- 5.4 All invoices should be based on costs only. There should be no profit margins added to the costs. The Grant is paid to research a concept or technology, not provide profit. Therefore, the only claim that can be made is for costs incurred in the research of this concept.
- 5.5 Only costs incurred for the project duration (the period from the initiation meeting up to the delivery of the final approved report and Statement of Grant Usage) will be paid. All claims made in the Statement of Grant Usage Form will be closely scrutinised.
- 5.6 All travel costs or associated costs such as for hotels will be scrutinised very rigorously. Any submissions where the travel and associated expenses exceed one third of the total grant application will be considered as out of scope. If there is a legitimate reason for the costs to be higher, please contact Loughborough University by 14th May 2019 to get approval.
- 5.7 If travel is involved, only purchase of standard economy class tickets will be acceptable. If you need to buy another class ticket, i.e. special offers where higher class tickets are cheaper, then you will need to get written approval from the MECS team.

- 5.8 You can invoice Loughborough University for the instalment payment once you have confirmation from Loughborough University that they are happy with your deliverable and you are given the permission to submit an invoice.
- 5.9 When you invoice Loughborough University, the amount must be noted in Sterling Pound (GBP). Also include your bank account details that you want the transfer made into. The account details you provide must be set up to accept income in GBP.

VAT

- 5.10 Grant payments fall outside the scope of VAT as this is deemed as income from non-business activities and you do not return anything for this funding therefore, VAT should not be added to any invoices for Grant payments.
- 5.11 If you expect to pay VAT during the delivery of the research, (e.g. for consultancy/ sub-contracting charges, material costs and other expenses), and you are unable to recover VAT from HMRC, you must ensure that the cost of these VAT payments is included in question 6 of your grant application form.
- 5.12 Any VAT payment during delivery of research that is not recoverable from HMRC and not identified in question 6 of the grant application form will not be paid by Loughborough University.

6. Dates and deadlines

Competition Deadlines

- 6.1 Please note the dates and deadlines for the competition below. These are indicative timings. We will adhere to this schedule as best as possible. The closing date for Applications is fixed and will be **23:59 hours BST 4th June 2019**.
- 6.2 Applications submitted after the deadline will not be considered. Extensions will not be granted under any circumstances.

Competition Deadlines	
Competition opens	16 th April 2019
Briefing webinars for all 4 calls	18 th April 2019 between 08:30-09:30 hours and 30 th April 2019 between 14:00-15:00 hours.
Availability of webinar recording	2 nd May 2019
Competition closes, application deadline	23:59 4 th June 2019
Decision to successful applicants	29 th July – 30 th July 2019
Notification to unsuccessful applicants	31 st July – 7 th August 2019
Projects start	5 th August 2019
Final report deadline	5 th February 2020
Project End - Final Grant funding	21 st February - 13 th March 2020

Project Deadlines

Project Reporting Deadlines	
Initiation meeting	24 th to 31 st July 2019
Progress report 1	13 th September 2019
Progress report 2	1 st November 2019
Draft Report	16 th December 2019
Final report deadline	5 th February 2020
Deadline to submit the finance documents	21 st February 2020

7. Assessment scoring criteria

- 7.1 This section contains the assessment scoring criteria for Applications. You should refer to this section to help write good quality Applications and to maximise your score.
- 7.2 Applications will be assessed to ensure you have all the appropriate skills and expertise to successfully carry out the project. Applications should:
- demonstrate an understanding of the challenges faced by country(ies) supported by DFID where the Application is targeted;
 - demonstrate an understanding of the science/ technology behind the proposed solution;
 - demonstrate consideration of the practicality of implementation (including limitations e.g. legislative) to the cooking energy system where this innovation is to be implemented;
 - name the key members of the proposed team for delivering the programme of work; and
 - outline the respective roles of all key members of the team and their relevant experience.
- 7.3 The scoring guide below and the assessment criteria give indicative marks. Evaluators are free to use the full range up to the maximum score per question.
- 7.4 Should there be several projects with the same scores, preference will be given to those projects receiving the higher scores for question 2, demonstrating a higher level of innovation.
- 7.5 At the Triage stage, the Applications evaluated to score less than 50% on the first three questions will not be processed to the next stage. At the next stage there will be full evaluation of all six questions. The Applications will be marked on their responses to six questions (as in the Grant Application form) in accordance with clauses 3.23 and 3.24 of this Guidance document.
- 7.6 All questions have a weighting factor of 1, except questions 2 and 5 which have a weighting factor of 4, and 2 respectively.

Questions	Weighting factor	Maximum score
1. The Challenge What is the challenge being addressed by the proposed project?	1	10
2. Innovation How is your Application innovative?	4	40
3. Local Partner/Technology Knowledge Transfer What measures are being taken to ensure the knowledge is retained in the country being supported by DFID?	1	10
4. Project Management What is your project plan to deliver the project? What are the relevant skills and expertise of the team?	1	10
5. Impact and Maximise Outcome How will the outcome from this research have a beneficial impact on the identified challenge?	2	20
6. Project Finances How much will the project cost to deliver and how will this be spent to ensure value for money?	1	10
TOTAL	10	100

1. The Challenge

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>Limited detail is provided on the challenge and there is limited or no evidence for the proposed solution. There are no links to the MECS themes or DFID's priorities.</p>	<p>The challenge is poorly described with the evidence provided lacking in detail or of poor quality. The challenge has weak links to the MECS themes or DFID's priorities.</p>	<p>The challenge is well described but is supported with limited evidence. The challenge links to the MECS themes or DFID's priorities. Clear references made with the Specification document.</p>	<p>The challenge is described with satisfactory evidence provided. The challenge has good links to the MECS themes or DFID's priorities. Clear references made with the Specification document.</p>	<p>The challenge is clearly described with a quality body of evidence provided. The challenge has good links to the MECS themes or DFID's priorities. Clear references made with the Specification document.</p>	<p>The challenge is described in substantive detail with significant and quality evidence provided. The challenge is a high priority for the MECS themes or DFID priorities and specification document. There are wider economic, social, environmental or cultural benefits expected/potential) of this project. The countries affected by DFID it affects is likely to benefit and have significant impact.</p>

2. Innovation

<i>Give a Score of 0</i>	<i>Give a Score of 2</i>	<i>Give a Score of 4</i>	<i>Give a Score of 6</i>	<i>Give a Score of 8</i>	<i>Give a Score of 10</i>
<p>Limited detail is provided on the intended solution. It does not meet the needs of the challenge and the solution does not provide any new innovation in that space.</p>	<p>The innovation is poorly described. It is unlikely to meet the needs of the challenge and there is limited innovation on previous work.</p>	<p>The innovation is described well with limited evidence. It may not be sufficient to meet needs of the challenge. There is incremental innovation on previous work in the Application.</p>	<p>The innovation described is credible with satisfactory evidence. It is likely to meet the needs of the challenge. There is a step change in innovation on previous work.</p>	<p>The innovation described is very credible with good evidence. It is likely to meet the needs of the challenge. The innovation is significantly different from previous work and the solution has potential to have practical applications.</p>	<p>The innovation described is highly credible and innovative, strong evidence is provided. It shows a strong likelihood of meeting the challenge. The innovation is significantly different from previous work and is credible. The solution has practical applications.</p>

7.7 3. Local Partner/Technology Knowledge Transfer to country supported by DFID

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>No companies in the application (lead or partner) are based in a country supported by DFID. There is no collaboration with any organisation from a country supported by DFID and no plans for knowledge transfer.</p>	<p>No companies in the application (lead or partner) are based in a country supported by DFID. There is some collaboration with an organisation in a country supported by DFID and there are some plans for knowledge transfer.</p>	<p>Partner organisation (not lead) is based in a country supported by DFID. There is some collaboration with organisations in the country supported by DFID but limited activities for partner/limited plans for knowledge transfer. There are no plans to ensure that there is support to carry on with the next stage of this research in this country after the MECS-TRIID project has finished.</p>	<p>Partner or lead organisation is based in a country supported by DFID AND there is an equitable distribution of work between the parties (i.e. not just tokenistic activities). There are indications for knowledge transfer and some plans to ensure that there is support to carry on with the next stage of this research in this country after the MECS-TRIID project has finished.</p>	<p>Partner or lead organisation is based in a country supported by DFID AND there is an equitable distribution of work between the parties (i.e. not just tokenistic activities). AND there are strong indications for knowledge transfer. AND there is clear support to carry on with the next stage of this research in this country after the MECS-TRIID project has finished.</p>	<p>Partner or lead organisation is based in a country supported by DFID AND a majority of the activities are planned to take place in country. There are very strong indications of knowledge transfer and clear support to carry on with the next stage of this research in this country after the MECS-TRIID project has finished.</p>

4. Project Management

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>There is a poor project plan. Little or no details are given of the aims and objectives; deliverables; milestones, the team, or risks. No Gantt Chart is provided.</p>	<p>The project plan has limited detail. It has weak evidence to suggest the project can be delivered effectively. It has weak or no details of milestones, the project team, deliverables and risks. A poor Gantt Chart is provided, e.g. it lacks a detailed breakdown of the project and timings are not convincing.</p>	<p>The project plan provides some detail on the project timelines, including evidence to suggest the project can be delivered effectively. A Gantt Chart is provided with limited details on work packages, deliverables, project team and milestones identified. Limited or insufficient information on risks.</p>	<p>The project plan has good detail and provides good evidence to suggest the project can be delivered effectively. A Gantt Chart is provided with detailed work packages, deliverables, project team and milestones are clearly shown. An assessment of risks and a cursory consideration of mitigating measures.</p>	<p>The project plan has good detail of how the project will be delivered effectively with good evidence. It gives comprehensive details of milestones, the project team and an assessment of risks. Suitable risk mitigation measures are given. The project team's skills and expertise are noted in sufficient detail. A comprehensive and detailed Gantt Chart is provided.</p>	<p>The project plan is highly credible and likely to deliver the project effectively. The plan clearly conveys the aims and objectives, deliverables, timescales, milestones and skill of the project team. Comprehensive risks are identified, and suitable mitigation measures are given. A comprehensive and detailed Gantt Chart is provided.</p>

5. Impact and Maximise Outcome

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>There is minimal impact of this project on the DFID Low Income Country(ies) transition to modern energy cooking and limited potential for future development. Little or no mention of the next steps.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transition to modern energy cooking is poor and there is insufficient evidence provided to validate its impact. There are poor links to DFID's priorities. There is limited potential for further development. No mention of dissemination. Vague and limited information on next steps.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transition to modern energy cooking is marginal and there is poor evidence of this provided. There are weak links to DFID's priorities. There is some potential for future development of the project. Some mention of dissemination and next steps but is vague. Future funding is not considered.</p>	<p>The impact of this project may benefit the DFID Low Income Country(ies) transition to modern energy cooking and there is significant evidence of this provided. There are links to DFID's priorities. There is reasonable potential for further development of the project. Satisfactorily defined a dissemination plan and the next steps for the project. Future funding is considered.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transition to modern energy cooking is credible and there is good evidence of this provided. There are good links to DFID's priorities. There is potential for further development and a route to maximise impact has been identified with one or two dissemination activities planned such as presentations, journal articles etc. A plan is identified for the next steps of this project. Future funding is considered, and potential investors identified.</p>	<p>The impact of this project on the DFID Low Income Country(ies) transition to modern energy cooking is highly credible and strong evidence of this is provided. There are strong links to DFID's. There is clear potential for further development and a route for development has been identified with multiple dissemination activities planned such as presentations, journal articles etc. A clear plan is identified for the next steps of this project. Future funding is being discussed with potential investors for the next stage of research. The amount of investment for next stage is noted.</p>

6. Project Finances

Give a Score of 0	Give a Score of 2	Give a Score of 4	Give a Score of 6	Give a Score of 8	Give a Score of 10
<p>The cost information provided is limited or the project would not provide value for money. For instance, very, high day rates that are unsuitable. Number of days are low relative to other projects.</p>	<p>The cost information provided is limited or lacking in detail. The information does not represent value for money. Day rates are higher than market rates. Number of days are low relative to other projects. The proportion of travel and other expenses are relatively high in comparison for the full project costs.</p>	<p>The cost information provided is limited. A breakdown of costs is provided with some justification given. Staff costs are given but the day rates are a little higher than market rates. Number of days are low relative to other projects. Limited or no information is given on material and sub-contract costs. The project provides limited value for money.</p>	<p>The cost information is given. It demonstrates value for money and there is good breakdown of the information. Staff costs are given and are appropriate. Number of days demonstrates VFM. Some costings for materials and sub-contracting work is given but not explained in sufficient detail.</p>	<p>The cost information given is good. It demonstrates value for money and there is sufficient breakdown of the information. Staff costs are given and reflect market value. Number of days demonstrates VFM. A clear explanation of other costs including materials and sub-contracting work is given.</p>	<p>The cost information given is excellent and fully justified. It demonstrates value for money and there is clear breakdown of the information. Staff costs are given and demonstrate value for money i.e. staff rate is lower than market value or the company is offering some 'free time' which is credible. Number of days demonstrates VFM. A clear explanation of other costs including materials and sub-contracting work is given. In kind contribution is given.</p>