

## Application Cycle

## Jobs And Opportunity Initiative Brazil (JOI BR) Application

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**Jobs and Opportunity Initiative Brazil (JOI Brazil) RFP Overview**

J-PAL's Jobs and Opportunity Initiative Brazil (JOI Brazil) funds randomized evaluations that address pressing labor market challenges related to supply and matching, job creation, the future of jobs, and social issues and labor markets. JOI Brazil is now calling for proposals from J-PAL affiliates, J-PAL postdocs, and J-PAL invited researchers for full research projects, pilot studies, and development grants. PhD students, with support from an advisor who is a J-PAL affiliate or invited researcher, are also eligible to apply.

**Letters of interest are due by Thursday, August 25, 2022 at 7:00 PM UTC-3. Proposals are due by Thursday, October 6, 2022 at 7:00 PM UTC-3.**

The JOI Brazil Initiative is funded by donations in Brazilian Real (BRL) and the Initiative will make all awards in BRL. Please be sure to submit your budget in BRL. If you expect to use your award, if successful, for expenses outside of Brazil, we will work to send grant funds to you in the currency needed, but you will be responsible for any currency risks.

The full Jobs and Opportunity Initiative Brazil (JOI Brazil) Overview and Instructions can be found [here](#).

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## Eligible Researcher

\*

Please identify the researcher who is eligible for J-PAL Initiative funding. This may be the principal PI, or any eligible PI if there are multiple eligible researchers associated with the proposal.

Click on the magnifying glass to the right of the field. Type at least the first three characters of the name you are searching for and click GO.

## Select PI Eligibility Category

\*

Indicate how the researcher identified above is eligible for J-PAL Initiative funding.

## PhD Student Applicants

If you are a PhD student, please indicate the J-PAL affiliated researcher or invited researcher (JOI Global, JOI Brazil or LAC) who serves as an adviser on your dissertation committee at your host university.

## Identify Team Members

Click the link below to add PIs, team members, or project collaborators.

[Click here to Add Collaborators](#)

The person who started the application will be assigned the role of applicant which will be visible on the **Manage Team Members** tab. **Please do not edit that assignment.**

If a contact has multiple roles, add the team member and indicate the first role, then add them again to assign another role. If you are assigned the applicant role because you are completing or started the application and you are also a PI you will need to add yourself again and identify yourself as such. When the pop-up asks if you would like to give access to this team member, select no, and move on to assigning the additional role.

## PI Certification

I agree that all J-PAL affiliates and invited researchers who are co-PIs on this project certify that they will be active, engaged, and responsive PIs on this project dedicated to guaranteeing the quality control on all aspects of this research; and that their participation in this project is not merely to provide access to J-PAL resources and funding to anyone else working on this project who is neither a J-PAL affiliate, nor an invited researcher.

**In what country or countries will your study take place?**

**In which state or states in Brazil will your research or travel take place?**

**Amount of Funding Requested from JOI-BR:**

Please ensure that the amount requested is in Brazilian Real (BRL)

**Please indicate whether you plan to use any awarded funds solely for travel, proposal development activities, or both.**

**Proposed Travel and/or Proposal Development Activities Start Date**

*This should be the approximate start date for travel or any project activities.*

**Proposed Travel and/or Proposal Development Activities End Date**

*This should be the approximate end date of travel or any project activities.*

**Please select all J-PAL Initiatives to which you have previously submitted this or a directly related proposal.**

**Please provide the J-PAL Initiative abbreviation, round of funding and year that you applied.**

For example, if you submitted this or a related proposal to the third Jobs and Opportunities Initiative RFP, you would type:  
JOI RFP 3 2021

*If you are unsure of the RFP round, provide the Initiative abbreviation and year.*

*Leave this section blank if you have not previously submitted this or a related proposal.*

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You can manage any project team member you added from the **Basic Information** tab, who was granted access to the proposal, or has a J-PAL portal login below.

Please do not edit or change the automatically assigned "applicant" role.

If you added a team member who does not have a J-PAL portal account, and did not invite them to collaborate through the portal on this application they will not be listed reviewing your proposal. If you need to request changes to team members not listed please send an email to [fc\\_help@povertyactionlab.org](mailto:fc_help@povertyactionlab.org) with the title of your proposal indicate the necessary change(s).

If the person who is the applicant has another function related to the proposal, such as PI, navigate back to the **Basic Information** tab. Scroll down to the Project Team : Collaborators” link, type their name in the search box, click the magnifying glass, select the contact to add them, and indicate their additional role.

Show 10▼ entries

Name	Role	Portal Access to Proposal?	Date Added
Bea Theda	Applicant	Owner	1/13/2022 5:08 PM

Pending Invited Team Members

Show 10▼ entries

First Name	Last Name	Email	Status	Role
No Data Available				

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**Topic statement:**

Please provide a concise statement of topic. These grants are intended to facilitate PI travel for preliminary, exploratory research, so proposals only need to address the general topic of interest and current ideas on how the question might be explored through a randomized evaluation. They do not need to include a detailed program or evaluation design. [2000 character limit]

**Proposed partners:**

A brief description of the implementing partner (or partners) you plan to work with for both program implementation and evaluation, including the history of the partnership, and any in-kind or financial support they have committed or provided to the project. [answer format: 300 word limit; up to 15,000 character limits]

Please note that you will also need to list implementing partner(s) and any co-funder(s) under the **Partner Organization(s)** tab of this application.

**Jobs and Opportunities Initiatives Research Theme(s)**

Please indicate which Jobs and Opportunities Initiatives research theme or themes your proposal relates to; these are described in detail in the RFP materials.

**Potential risks:**

- Are there any technical, logistical, or political obstacles and risks that might threaten the completion of the study (for example, implementation capacity, government authorization, or other funding) and how does your team plan to address/overcome them?
- Are there any COVID-related risks to the feasibility of the project? How will your team prepare for and mitigate these risks?
- Has the team taken proactive measures to assess, monitor, and mitigate/prevent any such potential risks?

[answer format: up to 15,000 character limits]

**Additional information:**

A discussion of the other evaluation criteria if not already addressed in the narrative.

**Schedule and Description of Activities**

For J-PAL it is important to understand the sequence of steps in your project. Please submit a concise and structured one-sheet Excel

document with a timeline and a description of the activities corresponding to each defined time period. Since each type of project has a different time division, we are not providing a template from which to fill in your project information.

Sr. Number	File Name	-	Created Date
No Attachments			

*All attachment fields support the upload of multiple documents, however, no single document may exceed 2 GB. Supported documents include Word, Excel and pdf.*

### Declaration of Awareness and Agreement with the General Terms and Conditions of the Financial Aid Contract

*JOI Brazil can accommodate two financial management models, based on applicable legislation and the internal rules of each host institution. The hyperlink to this Declaration is available in the [JOI Brazil RFP website](#), under Application documents. Please read the descriptions of the two models carefully and select your preferred one. This document must be dated, signed and uploaded here.*

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### Term of Approval and Consent

The Term of Approval and Consent must be issued by one of the PIs Host Institution representatives so that JOI Brazil has an institutional endorsement that your Host Institution of affiliation/place of employment is aware, approves, and supports your project as submitted.

Sr. Number	File Name	-	Created Date
No Attachments			

- *Example language for Model Executed by J-PAL LAC: "(On corresponding letterhead) (Name of the Host Institution of the PI) is pleased to support and will authorize the participation of the (Name of PI)'s proposal on the JOI Brazil RFP 2022 Second Semester considering their contract affiliation in (Name of the Host Institution of the PI). Please contact me (this will be the person representative of the institution who has the legitimacy to grant consent on behalf of the institution by signing this letter) with any concerns which may arise related to project implementation."*
- *Example language for Model Executed by Another Host Institution: "(On corresponding letterhead) (Name of Host Institution of the PI) is aware, approves, and is pleased to support (Name of PI)'s proposal and will plan on carrying out the work in accordance with the submitted budget and the administrative and financial management model indicated. (Name of Host Institution of the PI) is aware of and has full responsibility for making available the infrastructure required by the scope of work described within the submitted project. (Name of PI at Host Institution) will serve as (Name of Host Institution)'s Principal Investigator for this work. In this role, he/she is responsible for the implementation of this project in accordance with this proposal and with appropriate research and data protection practices. Please contact me (this will be the person*

*representative of the institution who has the legitimacy to grant consent on behalf of the institution by signing this letter) with any concerns which may arise related to this project’s operation at (Name of Host Institution of the PI).”*

**Statement of Adherence to Policies and Standards**

*There are policies and standards that must be followed within the scope of a J-PAL research. The hyperlink to the Statement of Adherence to Policies and Standards is available in the [JOI Brazil RFP website](#), under Application documents. We ask that you read them carefully and, at the end of the document, express your agreement. Please upload the signed version here.*

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Additional Information for Clarification Questions

Once your proposal has been submitted, the initiative team may follow up with additional questions before sending it for review. If you received an email requesting additional information on your proposal, please clearly provide your responses to each request in the field below.

If the message you receive requested documents, please navigate to the relevant tab and upload the files to the appropriate field.

If you were asked to identify Project Team Members please navigate to the Basic Information tab, scroll to the Project Team question and use the provided link to do so.

You can add or edit Partner Organizations from the Partner Organization(s) tab.

(Max: 7,000 character limits)

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Please add any implementation partners (including partners in charge of delivering the intervention and partners in charge of evaluating/conducting research on the inter. If you are adding co-funders, be sure to indicate the amount of received or committed funding.

We strongly recommend including a point of contact based at each partner organization.

If the organization you are searching for is not available, please send an email to [fc\\_help@povertyactionlab.org](mailto:fc_help@povertyactionlab.org) that includes the organization's name, the type of organi. address, and website. We will respond within two business days, informing you when the requested partner has been created and is available to add to your application.

Show 10 entries

Partner Organization	Partner Organization Role	Point of Contact	Co-funded Amount
No Data Available			

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## JOI Brazil Travel/Proposal Development Budget Instructions

Please submit a detailed project budget using the Excel template available online. Travel/proposal development grants are intended to support costs related to PI travel and relationship-building with implementation partners. Please keep the following in mind when developing your budget:

1. Budgets MUST be stated in Brazilian Real (BRL).
2. Travel/proposal development grants are for a maximum of BRL 50,000.
3. Please include detailed budget notes in the column provided in the template.
4. Medical insurance: All grantees are required to provide proof of emergency medical insurance coverage before travel. J-PAL can provide information on affordable coverage if needed.
5. If a grantee plans to work with a J-PAL regional office, an IPA country office, or another implementing organization, they should notify the organization prior to submitting a travel/proposal development grant application, as these organizations may require applicants to budget for overhead or other expenses incurred.
6. Grantees must complete their travel/project development work and submit final reports within one year of receiving the award.
7. Unallowable costs include those labeled as "incidental" "miscellaneous," or "contingency". If you think some amount may change in the short term, be aware that rebalances of up to 10% between lines are possible, as long as the total amount remains unchanged. Try your best to comment on each label in the budget notes.
8. JOI Brazil research funds are unable to fund any program implementation costs.
9. Please note that JOI Brazil does not cover the salaries of PIs based in high-income countries. For PIs based in low- and middle-income countries, the following apply:
  1. Full Research Project: Up to BRL 110,000 per year for LMIC researcher PI/co-PI time, with a limit of BRL 45,000 per PI per year. However, in exceptional cases, one can motivate a deviation from this threshold.
  2. Pilot Studies: Up to BRL 45,000 per LMIC researcher PI/co-PI, but the total budgeted amount for LMIC researcher PI time should not exceed 25% of the total budget. However, in exceptional cases, such as where there is no primary data collection, one can motivate a deviation from these thresholds.
  3. Development Grants: No PI time in budget.
10. If financed through the Model Executed by J-PAL, there will be no overhead associated, but it will be charged 10% of the direct costs for the time of an associate for project support reviewing and monitoring your project expenses and deliverables. This expense should be included in the budget as such, in the bottom line.

\*

## JOI Travel/Proposal Development Budget Template

Download and complete [this template](#) and reupload here.

Sr. Number	File Name	-	Created Date
No Attachments			

All attachment fields support the upload of multiple documents, however, no single document may exceed 2 GB. Supported documents include only Excel for this field.

## J-PAL Affiliate or Invited Researcher Letter of Support

PhD student applicants are required to submit a letter of support from a J-PAL affiliate or invited researcher who serves as an adviser or applicant's dissertation committee at their host university. This letter should indicate the adviser's willingness to advise the student

throughout the project's lifetime. PhD students who are applying for pilot or full study funding but have not previously applied for travel/proposal development grants from this initiative must also include documented evidence of successful pilot activities. Please note that in some cases, the adviser may be asked to add his or her name to the financial award and IRB documents.

Sr. Number	File Name	-	Created Date
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No Attachments

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### Allocation of External Funding

*If you have other pending awards for this project, please tell how you plan to allocate the funds received in case you are successful and receive all of these requested awards? Is J-PAL funding sufficient to run the project, or is the project contingent on whether or not additional funding is secured?[Up to 3,500 character limits]*

### JOI Brazil Letter of Support from Implementing Partner

While only full projects are required to provide a letter of support from their implementing partner, all other applicants are encouraged to include a letter of support from an implementing partner when available. When applicable, this letter should indicate a willingness to work with the research team and agreement to share program cost data with J-PAL (through the PI) for the purpose of conducting cost effectiveness analysis.

Sr. Number	File Name	-	Created Date
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