

Board for International Food and Agricultural Development (BIFAD)
Awards for Scientific Excellence
in a Feed the Future Innovation Lab

The purpose of the BIFAD Awards for Scientific Excellence in a Feed the Future Innovation Lab is to recognize individual researchers and/or a team of researchers for significant achievements originating from work performed through a United States Agency for International Development's (USAID) Feed the Future Innovation Lab. Two awards will be given annually: one for an individual researcher or a team of researchers and one for a student researcher.

I. Researcher Award.

A. Criteria for Eligibility.

The principal award criteria are:

1. Demonstrated creativity in bringing about long-lasting, sustainable improvements in international food and agriculture,
2. Evidence of sustainable increases in food security and economic growth without degradation to the environment, and
3. Success in communicating and disseminating the results to other peoples and places.

B. Application Process.

1. Eligibility of Nominees.

Nominees must be a former or active member of the USAID Food Security Innovation Lab and achievements upon which nominations for the award are based must have been completed in substantial part in a Feed the Future Innovation Lab. Only publications, honors, and awards dated within the last 10 years will be considered by the awards committees. Nominees for the Award for Scientific Excellence must be living at the time their nominations are submitted.

2. Team Nominations

Research teams are eligible for the BIFAD Award for Scientific Excellence provided the following conditions are met: (1) at least one member of the team belongs or belonged to a Feed the Future Innovation Lab, (2) where non-Feed the Future Innovation Lab partners are a part of the team, the Innovation Lab part of the team must have contributed 50 percent or more of the team effort, and (3) the nomination must show that the team effort was critical to the outcomes.

3. Eligibility of Nominators

Eligible nominators include all Feed the Future Innovation Lab researchers, beneficiaries of Feed the Future Innovation Lab innovations, scientific peers, donor agencies, partners from the private sector, or any individual or group wishing to recognize Feed the Future Innovation Lab contributions to food security and agricultural development. BIFAD members are not eligible to submit nominations.

4. Basis of Nomination

The nomination must clearly address the nature and scientific significance of the innovation that justifies nomination for the award and must clearly address the eligibility criteria given above.

A two stage selection procedure will be used. In the first stage, the nominator submits a letter of nomination and a copy of the nominated individual's CV/resume. The Awards Committee will select the top five (5) nominated individuals for each category, and letters of support will be requested from the nominators for only those five individuals in each category.

The final nomination package must not exceed eight pages in length. Each final nomination must include at least three supporting letters, a brief biography of the nominee, and a brief biography of the nominator. The nomination material must also include contact information for both the nominee and the nominator.

5. Submission of Nomination

The nomination document and supporting materials must be submitted in electronic format (either PDF or MS Word (version 97-2003 or higher) files with 12 point or greater font, a minimum of 1" margins and US letter-size paper) to the BIFAD Support Team for distribution to members of the BIFAD and the Awards Committee. Send the nomination document and supporting materials via e-mail to the designated address at the end of this document.

6. Selection Procedure

An Awards Committee appointed by the BIFAD chair, in consultation with BIFAD Board members, will evaluate the nominations and submit its recommendations to the BIFAD chair. The BIFAD chair, in consultation with the BIFAD Board, will make the final determination of the recipient of the Award. The nominee selected for the Award will be notified by the BIFAD chair. Unsuccessful nomination papers will not be returned.

The Awards Committee will consist of 3 to 5 individuals considered to be peers of the nominees for the Award. BIFAD members will not serve on the Awards Committee.

A two stage selection procedure will be used. In the first stage, the nominator submits a letter of nomination and a copy of the nominated individual's CV/resume. The Awards Committee will select the top five (5) nominated individuals and letters of support will be requested from the nominators for only those five individuals.

The Award Committee will rate each nominee using the following criteria for the first screening level:

- a. Nature and scientific significance of the innovation that justify nomination for the award as evidenced by responses to items 1, 2, and 3 in item A above. (30 points)
- b. Transferability of the innovation to other locations in the region. (10 points)
- c. Estimated number of people benefiting from the innovation. (10 points)
- d. Role of innovation in improving the livelihood or well-being of the poor or socially disadvantaged in food and agriculture. (10 points)
- e. Contribution of the innovation to economic growth and environmental sustainability. (10 points)
- f. Evaluation of letter from nominator summarizing in one page or less the most significant professional and personal achievements that qualify the nominee for the award. This letter should be addressed to the BIFAD chair. (20 points)
- g. Review of the publications listed to determine the extent that they are directly related to the innovation. The nominee does not have to be the author or coauthor of a given paper. Articles published by participating researchers, host country, non-governmental organizations or other stakeholders will be considered. (10 points)

The Award Committee will rate each nominee using the following criteria for full nomination packages in the second round:

- a. Nature and scientific significance of the innovation that justify nomination for the award as evidenced by responses to items 1, 2, and 3 in item A above. (30 points)
- b. Transferability of the innovation to other locations in the region. (10 points)
- c. Estimated number of people benefiting from the innovation. (10 points)
- d. Role of innovation in improving the livelihood or well-being of the poor or socially disadvantaged in food and agriculture. (10 points)
- e. Contribution of the innovation to economic growth and environmental

sustainability. (10 points)

f. Evaluation of letter from nominator summarizing in one page or less the most significant professional and personal achievements that qualify the nominee for the award. This letter should be addressed to the BIFAD chair. (5 points)

g. Review of the publications listed to determine the extent that they are directly related to the innovation. The nominee does not have to be the author or coauthor of a given paper. Articles published by participating researchers, host country, non-governmental organizations or other stakeholders will be considered. (10 points)

h. Evaluation of the strength and relevance of the supporting letters. Each should not exceed one page in length. The letters are to be solicited by and addressed to the nominator. BIFAD members cannot write supporting letters. (15 points)

II. Student Award.

A. Purpose.

The Student BIFAD Award for Scientific Excellence is given to the student researcher who has made significant contributions to a Feed the Future Innovation Lab research project. A student is defined as registered undergraduate, graduate or professional student at any accredited institution of higher education in the world. This contribution will be evaluated based on its contributions to the accomplishment of the Feed the Future Innovation Lab research project's stated goals, objectives and desired outcomes.

B. Application Process.

1. Eligibility of Nominees

Nominees must be a former or current member of a Feed the Future Innovation Lab Research Team. Achievements must have been completed within the past ten years. Only publications, presentations, honors, and awards dated within the past 10 years will be considered by the Awards Committee. Nominees for the Award must be living at the time of their nominations are submitted.

2. Eligibility of Nominators

The student nominee must be nominated by the student's immediate research advisor (preferred nominator), a researcher that is a part of the Feed the Future Innovation Lab and has knowledge of the student's accomplishments, or the Feed the Future Innovation Lab project director.

3. Basis of the Nomination

The nomination should clearly address the nature and scientific significance of the student's work that justifies nomination for the award and must clearly address the eligibility criteria given above. The nomination document must not exceed three pages in length. Each nomination must include at least two supporting letters, a biography of the nominee, and a brief biography of the nominator. The nomination material must also include contact information for both the nominee and the nominator.

4. Submission of the Nomination

The nomination document and supporting materials must be submitted in electronic format (either PDF or MS Word (version 97-2003 or higher) files with 12 point or greater font, a minimum of 1" margins and US letter-size paper) to the BIFAD Support Team for distribution to members of the BIFAD and the Awards Committee. Send the nomination document and supporting materials via e-mail to the designated address at the end of this document.

5. Selection Procedure

An Awards Committee appointed by the BIFAD chair, in consultation with BIFAD Board members, will evaluate the nominations and submit its recommendations to the BIFAD chair. The BIFAD chair, in consultation with the BIFAD Board, will make the final determination of the recipient of the Award. The nominee selected will be notified by the BIFAD chair. Unsuccessful nomination papers will not be returned.

The Awards Committee will consist of 3 to 5 individuals who are familiar with the Food Security Innovation Lab and who have served or currently serve as a student research advisor. An attempt will be made to have at least one student researcher on the Awards Committee. BIFAD members will not serve on the Awards Committee.

A two stage selection procedure will be used. In the first stage, the nominator submits a letter of nomination and a copy of the student's CV/resume. The Awards Committee will select the top five (5) nominated individuals and letters of support will be requested from the nominators for only those five individuals.

The Awards Committee will rate each nominee for the first level using the following criteria:

- a. Nature and scientific significance of the Student's work that justify nomination for the Award as evidenced by responses to items A and B1 above. (50 points)
- b. Evaluation of a letter from the nominator summarizing in one page or less the most significant professional and personal accomplishments that qualify the nominee for the Award. This letter should be addressed to the BIFAD chair. (25 points)

c. Evaluation of publications, reports, and presentations that the student contributed to and that are relevant to the Feed the Future Innovation Lab Project based on the student's CV/resume. (25 points)

The Awards Committee will rate each nominee using the following criteria for individuals selected for a full nomination:

a. Nature and scientific significance of the Student's work that justify nomination for the Award as evidenced by responses to items A and B1 above. (50 points)

b. Evaluation of a letter from the nominator summarizing in one page or less the most significant professional and personal accomplishments that qualify the nominee for the Award. This letter should be addressed to the BIFAD chair. (20 points)

c. Evaluation of the supporting letters provided. Each should not exceed one page in length. The eligible letters are to be solicited by and addressed to the nominator. BIFAD members cannot submit supporting letters. (15 points)

d. Evaluation of publications, reports, and presentations that the student contributed to and that are relevant to the Feed the Future Innovation Lab Project based on the student's CV/resume. (15 points)

Deadline for Receipt of the first round of nomination materials: 22 July 2014 by 1700 hr Eastern US Time.

Deadline for Receipt of the second round of nomination materials: 2 September 2014 by 1700 hr Eastern US Time.

E-mail Address.

Send all nominations and supporting materials as attachments to an e-mail that is addressed to:

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