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**Call For Expressions of Interest**

**Establishment of the Future Earth Africa Hub Nodes**

**Closing Date: 12 January 2024**

**GENERAL INSTRUCTIONS:**

**Read this document carefully before completing, signing, and submitting this application.**

* Ensure that all sections are adequately completed. Application forms with incomplete information will not be considered.
* Please include one support letter from the institution’s head and at least 3 letters of support from potential partners for the regional node
* The Expression of Interest must be submitted to [an.moloto@risa.nrf.ac.za](mailto:an.moloto@risa.nrf.ac.za) copy [mg.nxumalo@risa.nrf.ac.za](mailto:mg.nxumalo@risa.nrf.ac.za)

**SECTION A – DETAILS OF THE ORGANISATION (PRE-COMPLIANCE)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **INSTITUTION DETAILS** | | | | |
| Name of the Institution |  | | | |
| Physical Address |  | | | |
| Country |  | | | |
| AU Region (e.g. Central Africa) |  | | | |
| Telephone numbers: | Office (include  area code) |  | Cell Phone |  |
| Email |  | | | |

**SECTION B – DETAILS OF THE PROPOSAL**

1. **Profile of the Institution, purpose, and objectives [300 words max]**

The proposal outlines the following:

* + The profile of the host Institution
  + Introduction – e.g. background information, a purpose statement, with specific objectives of the regional node and aligning with relevant future Earth agenda including Future Earth Africa Hub (FEAH) and Future Earth Africa Hub Leadership Centre (FEALC).

1. **Research and coordination expertise within the region where the node will be hosted and multi-stakeholder networks [500 words max]**

* Identification and description of main functions, actions, or services of the node. This may include a statement on specific priority/key activities.
* Outline experience in managing regional, international, and multi-stakeholder research networks, and how this will relate to or strengthen the Future Earth Africa Hub.
* Indicate the capacity and experience to manage regional-level communications activities and campaigns and proposed liaison actions with the global communications team of Future Earth.
* Indicate experience in supporting or training and mentoring the next generation of researchers, scientists, and practitioners in sustainability science

1. **Quality of the hosting institution’s physical and IT infrastructure [300 words max]**

Applicants should provide information on the hosting facilities, among others:

* Physical infrastructure and where the proposed regional node will be hosted.
* IT infrastructure, including the level of connectivity.
* Other in-kind offerings.

1. **Capability to collaborate with other partners in the region in the context of Future Earth [ 300 words max]**

* The applicant should provide examples of collaborations with other African countries in similar areas.

1. **Institutional and operational arrangements [400 words max]**

* Governance – describing how decisions regarding the node, its structure and its work will be made; how work of the node is planned and reported.
* Co-hosts or core partners – identifying lead institutions and describing their role in the node. It is important that these have relevant mandate, necessary technical capacity, and demonstrated willingness to maintain and develop the node.

**SECTION C – Proposed Staffing/Human Resource and Financial Sustainability for the regional node [500 words max]**

* Detail of proposed staffing, whether in kind or full-time. The minimum staff to support the node should be two. Also, mention the percentage of staff time working in the node.
* Financial arrangements – e.g. statements on how the node and its activities will be sustainably resourced.

**SECTION D - DECLARATION**

1. I declare that all the information provided in this application is true and correct.
2. I acknowledge that if any of the information provided in this application is found to be untrue, my application will not be considered.

|  |  |
| --- | --- |
| **Full name of the person responsible for this application:** |  |
| **Email:** |  |
| **Contact Numbers:** |  |
| **Position in the organisation:** |  |
| **Signature:** |  |
| **Date:** |  |

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| **HoD/Executive** *(please note it is* ***compulsory*** *for this application to be endorsed by someone senior in the organisation)* | |
| **Full name:** |  |
| **Position in the organisation:** |  |
| **Signature:** |  |
| **Date:** |  |