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## Budget Narrative Template Guidance

For: Call for Proposals for a  
CGIAR Gender Equality in Food Systems  
Research Platform

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Date of issue: 3 April 2019

# Gender Platform and Module Budget Narrative Template

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## 1 Platform Budget Narrative

### 1.1 General Information

Platform Name:

Platform Lead Center:

### 1.2 Platform Budget Summary

PLATFORM BUDGET SUMMARY	2020	2021	2022	2023	2024	Total
MODULE 1 TITLE						-
MODULE 2 TITLE						-
MODULE 3 TITLE						-
Management & Support Cost						-
Strategic Competitive Research Grant						-
	0	0	0	0	0	0

Please fill out the summary table in the excel template and explain the major cost drivers and how costs relate to planned activities and Platform targets. Explain the rationale behind the level of funding of each Module and any potential risks in spending as planned and any plans to mitigate those risks (other than funding risks)

### 1.3 Platform Funding Plan

Fill in the tables in the budget excel template and paste the filled tables in the proposal under this section. Please provide insight into the Platform funding plan: how much bilateral funding is already secured, etc.?

#### FUNDING PLAN

Funding Needed	2020	2021	2022	2023	2024	Total
W1+W2						-
W3						-
Bilateral						-
Other Sources						-
	0	0	0	0	0	0

Funding Secured	2020	2021	2022	2023	2024	Total
W1+W2(Assumed Secured)						-
W3						-
Bilateral						-
Other Sources						-
	0	0	0	0	0	0

*Note: This table is simply the difference between funding needed and funding secured*

Funding Gap	2020	2021	2022	2023	2024	Total
W1+W2						0
W3						0
Bilateral						0
Other Sources						0
	0	0	0	0	0	0

Total Platform budget by Natural Classifications (USD)

	2020	2021	2022	2023	2024	Total
Personnel						0
Travel						0
Capital Equipment						0
Other Supplies and Services						0
CGIAR collaborations						0
Non CGIAR Collaborations						0
Indirect Cost						0
<b>Total</b>	0	0	0	0	0	0

## 1.4 Platform Management and Support Costs

*Please provide a detailed description of what is included in Management and Support Cost and how the individual cost line items were calculated.*

## 1.5 Budgeted Costs for certain Key Activities

*Please describe key activities and estimated costs (included in the line items above) for the applicable categories below for the Platform in general. The total sum of the Module Narrative Key Activities does not necessarily have to match with the total reported under each Key activity in this Platform Narrative. These amounts are estimated and not for audit purposes.*

	Estimate annual average cost (USD)
Gender	0
Youth (only for those who have relevant set of activities in this area)	0
Capacity development	0
Impact assessment	0
Intellectual asset management	0
Open access and data management	0
Communication	0

## 2 Module Budget Narrative (provide for each Module)

*The purpose of the module budget narrative is to supplement the information provided in the excel-budget template by justifying how the module budget cost elements are necessary to implement project activities and accomplish target outcomes. The module budget narrative is a tool to help Reviewers fully understand the budgetary needs of the project and is an opportunity to provide descriptive information about the costs, drivers, and risks that can't be easily communicated in the module participating partners budget templates. Together, the module budget narrative and participating partners budget templates should provide a complete quantitative and qualitative description that supports the proposed module budget. Please use this module budget narrative to provide a thorough description of your module budget and only complete questions that are relevant to your proposal.*

*This module budget narrative will also serve as the basis for the Platform budget narrative which is composed of the module budgets plus the Platform Management and Support Costs*

### 2.1 General Information

Platform Name:

Platform Lead Center:

Module title

### 2.2 Module Budget Summary

*Please fill out the 'Budget Module' worksheet in the excel template for each Module, and paste the filled summary Module budget tables in the proposal in this section:*

**Module 1- TITLE**

Total Module budget summary by sources of funding (USD)

Funding Needed	2020	2021	2022	2023	2024	Total
W1+W2						0
W3						0
Bilateral						0
Other Sources						0
<b>Total</b>	0	0	0	0	0	0

Funding Secured	Period 1	Period 2	Period 3	Period 4	Period 5	Total
W1+W2 (Assumed Secured)						0
W3						0
Bilateral						0
Other Sources						0
<b>Total</b>	0	0	0	0	0	0

*Note: This table is simply the difference between funding needed and funding secured*

Funding Gap	2020	2021	2022	2023	2024	Total
W1+W2 (Required from SO)						0
W3 (Required from FC Members)						0
Bilateral (Fundraising)						0
Other Sources (Fundraising)						0
<b>Total</b>	0	0	0	0	0	0

Total Module budget by Natural Classifications (USD)

	2020	2021	2022	2023	2024	Total
Personnel						0
Travel						0
Capital Equipment						0
Other Supplies and Services						0
CGIAR collaborations						0
Non CGIAR Collaborations						0
Indirect Cost						0
<b>Total</b>	0	0	0	0	0	0

Total Module budget by participating partners (signed PPAs) (USD)

*Note: add lines for all participating partners and fix formula as required*

	Period 1	Period 2	Period 3	Period 4	Period 5	Total
LeadCenter						0
PartnerName2						0
PartnerName3						0
<b>Total</b>	0	0	0	0	0	0

## 2.3 Other Sources of Funding for this Project

*Please describe your contingency plans if full Module funding does not become available. Any significant expected in-kind contributions should be included in the space below.*

## 2.4 Budgeted Costs for certain Key Activities

*Please describe key activities and estimated costs (included in the line items above) for the applicable categories below,*

	Estimate annual average cost (USD)	Please describe main key activities for the applicable categories below, as described in the guidance for full proposal
Gender		
Youth ( <i>only for those with relevant activities</i> )		
Capacity development		
Impact assessment		
Intellectual asset management		
Open access and data management		
Communication		