CRA Compliance Checklist

1. **Transdisciplinarity**
   Does the call text require transdisciplinary proposals?
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   Note: For the Belmont Forum, transdisciplinary proposals require a co-developed and co-implemented project that includes experts representing at a minimum natural sciences, social sciences and humanities, and stakeholders.  The stakeholders should be identified in the proposal and have been part of the proposal concept development.  Other sciences may be required or encouraged as appropriate for the CRA.

2. **Relevance**
   Is the call relevant to the Belmont Forum Challenge?
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   The Belmont Forum is guided by the Belmont Forum Challenge, which requires funded projects to provide knowledge for understanding, mitigating, and adapting to global environmental change.

3. **Multi-nationality**
   Does the call require multi-national proposals?
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   Note: Multi-national proposals draw on support from a minimum of 3 resource providers included in the call implementation.  Ideally the project should span more than one continent to increase interaction with new user groups and spur broader uptake.

   It is up to the TPO whether the multi-national criterion is met if one of the 3 resources is an in-kind contribution from a partner listed in the table.  Guidance to proposers should be clear about the details of the multi-national requirement.

   A) Does the call include contributions from at least 3 Belmont Forum member organizations?
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   B) Does the Thematic Programme Office (TPO) that is leading the call development and implementation include at least one Belmont Forum member organization?
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   The TPO is the implementing body of the Belmont Forum CRA.  The TPO may consist of more than one organization, as long as one of those organizations is a Belmont Forum member.  In the case of partnerships with other programs (e.g., JPI, BiodivErsa), the TPO will work with a coordinator from the partner program.

4. Procedural
   A) Is the call being administered through BFgo ([www.bfgo.org](www.bfgo.org))?
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   Note: All Belmont Forum CRAs are required to use the Belmont Forum grant operations website to launch the call, accept proposals, capture the review, and monitor the awarded projects.  All partners in Belmont Forum CRAs will have access to the relevant proposals, reviews, and annual reports for which they hold no conflict.

   B) Has each partner contributing resources (in-kind or monetary) provided an annex to accompany the call when it is ready to publish?
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   Note: Each partner annex should describe the partner's interest in the CRA, any eligibility requirements for their support, a description of the resource being provided (and any limits on individual requests), and the name and contact information of a program officer who can answer questions relevant to the CRA.

   C)  Has each partner organization signed the MOU?
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   Note:  The MOU is a living document whose lifetime is extended each time a new organization signs it.  If the partner has participated in a CRA and signed it before, a new signature is not needed.

   D)  Does the call include review criteria relevant to identifying meritorious transdisciplinary, multi-national, open-access projects?
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   Note:  Past CRA documents can provide examples of suggested review criteria compliant with the Belmont Forum Challenge.

   E) Does the call require open data and open access for all projects in compliance with the Belmont Forum open data policy and principles?
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   F)  Does the call require a data management plan?
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   For more information on the BF data policy and principles, please visit [https://www.belmontforum.org/about/open-data-policy-and-principles/](https://www.belmontforum.org/about/open-data-policy-and-principles/).  Further guidance on appropriate Data and Digital Outputs Management Plans can be found on the Belmont Forum website under resources.

G) Does the call mention annual reporting in the award requirements?

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Each award team will follow the award and reporting requirements of their respective funding sponsors.  In addition, a joint report will be submitted annually by each project to BFgo to capture the outcomes, outputs, challenges, and opportunities collectively accomplished by the full project staff.  These annual reports submitted to BFgo follow a progression as the project matures -- initial, annual interim, and final templates – and are due 15 June each year.  The reports are made available to the funders on bfgo.org to review or use as they see fit.  Additional questions may be added to the core reporting templates to capture thematic-specific input or program partner needs.

H) Does the call include a requirement for project teams to budget international travel for at least 3 participants to 2 synthesis events (mid-term and end-term valorization)?  If a kick-off meeting is also required, the text should reference 3 international events.

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Note: To ensure transdisciplinary attendance to kick-off and synthesis events, each project should include in their budget request costs for international travel for 3 persons working on the project.  Ideally this would be 3 persons reflecting each of the core knowledge streams within the project (natural science, social science and humanities, and stakeholder).

I) Does the implementation plan include review criteria in accordance with transdisciplinary, multi-national projects with open data and open access outputs?

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Note: Standard criteria have been used for most Belmont Forum CRAs.  Examples of these review criteria can be made available.

J) Does the review process stipulate that reviewer and/or panelist input will inform the final award recommendation?

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Note: The Belmont Forum does not strictly follow panelist rankings in the decision process.  The GPC meets immediately following the review panel to discuss the panel recommendations and confer with the neutral panel chair before making their final award list.

If the call is not in compliance with this checklist, it will be considered an external opportunity and available for Belmont Forum members to join without the support of the BFgo system, the Belmont Forum Secretariat, or other centralized resources.