



To : WRC Stakeholders

Date : 17 September 2018

SUBJECT: INVITATION TO SUBMIT CONCEPT NOTES FOR WRC SHORT-TERM PROJECTS FOR THE 2018/ 2019 FINANCIAL YEAR

The Water Research Commission (WRC) is a dynamic hub for water and sanitation knowledge, innovation and intellectual capital, providing leadership and supports research, development and innovation of water and sanitation solutions.

The WRC hereby invites interested stakeholders to submit concept notes (NOT MORE THAN A PAGE) that are appropriate to the topics that are listed in the attached appendix A. The concept notes must conform to the WRC concept note template (attached). Both the call and concept note's template are published on the WRC website and may also be requested by email.

Applicants submitting concept notes for different topics should provide separate concept notes for each topic. **Concept notes must be received by the WRC on or before 15 October 2018.** No modifications to the proposal/ concept note are allowed once the deadline for submission has lapsed, except that the WRC may at its sole and unfettered discretion contact the author for clarity or for correction of clerical mistakes. **No concept notes received after the deadline will be accepted.**

The WRC will review concept notes and then invite full proposals from proposers whose concept notes have been chosen. **The decision about chosen concept notes will be communicated by 30 October 2018.**

The concept notes should be submitted in word or Pdf format by email to the relevant Research Manager and copy the Contracts Manager vhafunanit@wrc.org.za. Concept notes submitted in any other manner or form may be missed for review.

Enquiries should be addressed to the Executive Managers, Dr GR Backeberg (gerhardb@wrc.org.za), Mr. Jay Bhagwan (jayb@wrc.org.za) or Dr. Shafick Adams (shaficka@wrc.org.za) or the Research Manager whose name appears appendix A. The WRC reception telephone number is 012 761 9300.

The due date to submit a full proposal for chosen and successfully reviewed concept notes will be **30 November 2018.**

Budgets and project durations for these projects are as specified in Appendix A. These projects will start on or before **20 February 2019.**

Yours sincerely

Dr M Msibi
ACTING GROUP EXECUTIVE: RESEARCH & DEVELOPMENT

