



Scotland's centre of expertise connecting  
climate change research and policy

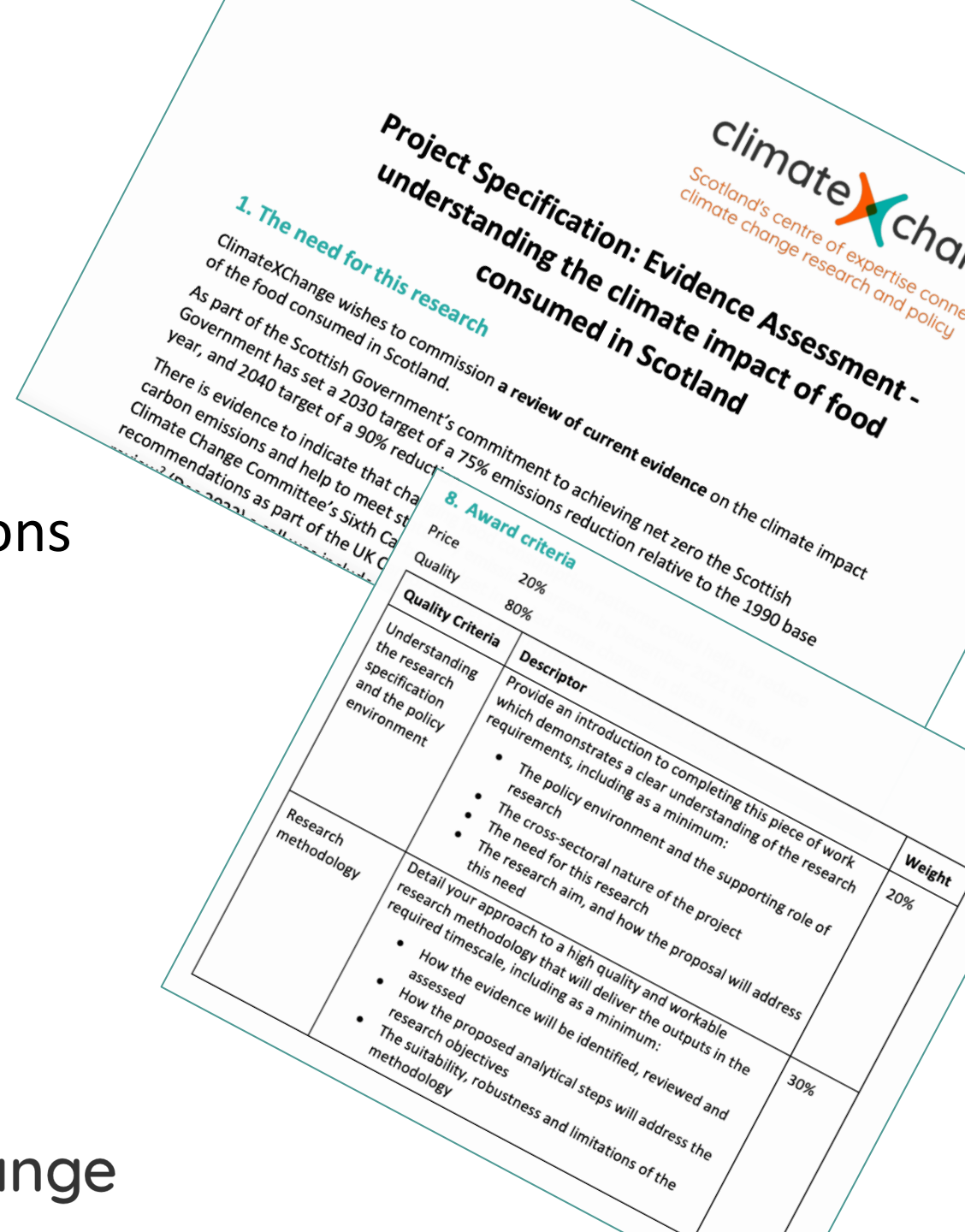
# Enhancing proposals for ClimateXChange research projects

**Dr Nicola Dunn**

Interim Programme Manager & Project Manager - Climate and energy

# Outline

- About ClimateXChange
- Quality criteria of project specifications
- Q&A



- Scotland's centre of expertise on climate change
- Funded through the Scottish Government's Rural and Environment Science and Analytical Services Division (RESAS) since 2011
- Commission, manage and deliver research and analysis to support Scottish Government policy development on adapting to the changing climate and transitioning to net zero

# ClimateXChange – Directors

Our four directors are responsible for:

- providing strategic direction
- managing our knowledge exchange and research
- ensuring effective delivery of project outputs



**Dr Kate Donovan**  
Director – Policy  
Theme lead: Risk and adaptation  
Chair of the Directorate



**Professor Pete Smith**  
Director - Science  
Theme lead: Land use



**Professor Deborah Roberts**  
Director - SEFARI Institutes  
Theme lead: Rural policy and  
economics



**Professor Stuart Galloway**  
Director - Higher Education  
Institutions  
Theme lead: Energy

# ClimateXChange – Project managers



**Resilience and social change:** Anne Marte Bergseng



**Business and industry:** Emma Dore



**Energy:** Dr Nicola Dunn

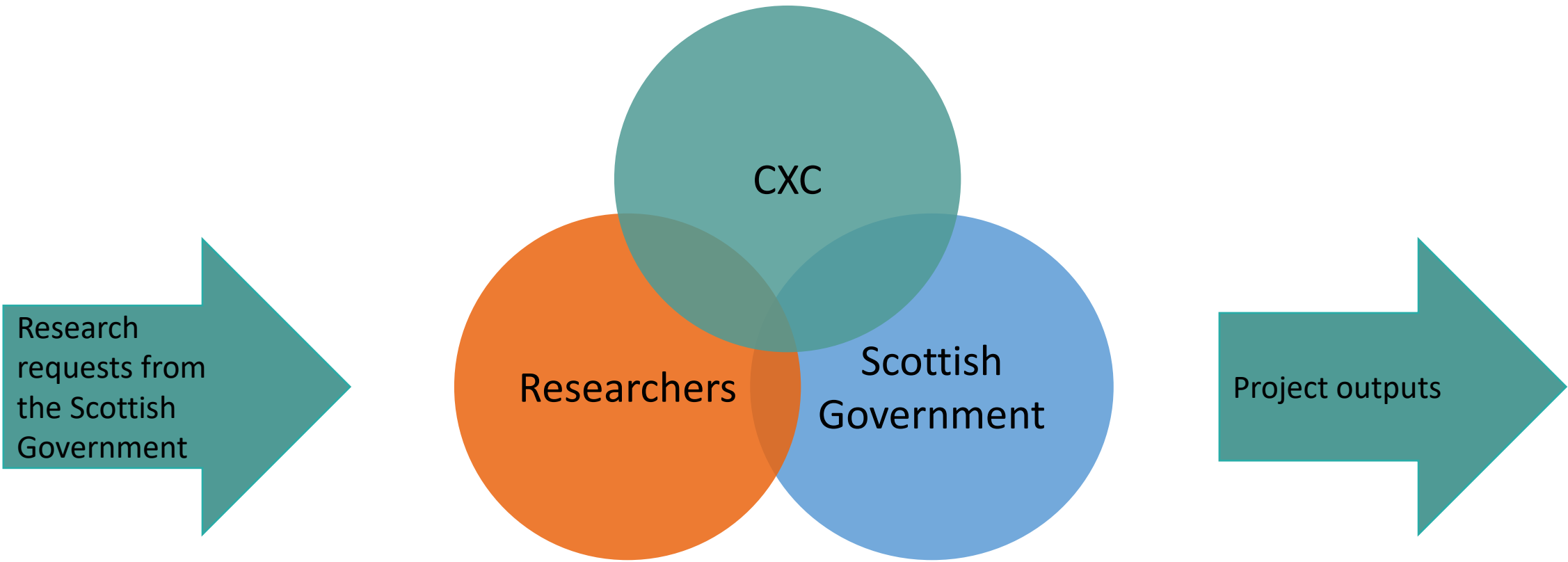


**Land use:** Dr Sarah Govan



**Economy:** Lucia Lavric

# ClimateXChange: Working with us



Fair comparison of bids  
Transparency  
Co-production



# Questions for the audience

- Have you worked with us before?
- What makes a good project specification for you?
- What do you find difficult in responding to invitations to quote?

# Understanding the research specification and the policy environment

- Clearly demonstrate that you understand the aim of the project and how your work will address it, **in your own words**
- Include relevant Scottish policy context and policy development timelines, with research and evidence needs
- Give information on the cross-sectoral nature of the project





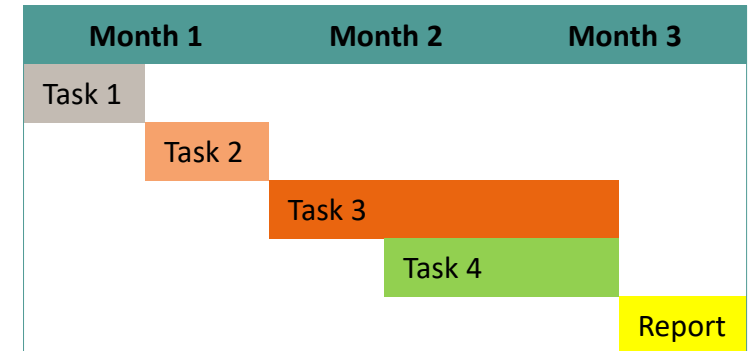
# Research methodology

- Explain your robust methodology in plain English, stating the outputs for each stage
- Describe the steps of data collection and analysis, and the rationale for choosing particular types of evidence
- Honestly address suitability, robustness and limitations of the chosen approach
- If/when listing academic references, clearly state how they relate to the specification



# Project management and staff resource

- Introduce the team that will deliver this project:
  - How their expertise meets the project requirements
  - More than the CV
  - Allocate staff to each task and analytical step
- Commit to availability of named team members
- Name the main contact person and how they will be involved throughout the project
- Reference compliance issues such as GDPR
  - If there aren't any issues, explain why



# Communication and report writing

- Describe the approach to writing **this** report
  - show an understanding of the audience
- Explain the process for delivering outputs, including QA processes
- Previous work:
  - Link to outputs/publications from specific team members
  - Explain relevance, including to writing for policy
- Detail the process for developing and added value of planned visualisations and presentations
- Detail specific data management tasks (and their related costs)



# Quality assurance and risk mitigation

- Detail your approach to quality assurance
  - Demonstrate checks and balances, address issues
  - QA throughout the project
  - More than one person
- List risks at each stage of the project, tailored to **this** project
  - Include risks of staffing and data accessibility
  - Show that risks are considered in designing project
- Clearly describe risk mitigations

Risk description	Risk level (L/M/H)	Impact (L/M/H)	Mitigation action	Response action



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 [www.climatexchange.org.uk](http://www.climatexchange.org.uk)

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Feedback survey:

