



AIMS Small Research Grants in Climate Change Science

Terms of Reference for the International Selection Committee

Purpose

This document describes the Terms of Reference for the International Selection Committee (hereafter, the “Committee”) for the AIMS Small Research Grants Program in Climate Change Science.

Mandate

The Committee is tasked with providing a ranking which will inform the selection of suitable Grantees.

Selection Process

Applications will be screened for relevance by an Oversight committee and subsequently sent to at least two reviewers, which may include members of the Committee, for reviewing and scoring based on a defined template. The reviewers’ scores and comments shall be forwarded to the Committee. The Committee shall rank all the applications based on their suitability for this Grant. If deemed necessary, candidates may be invited for an interview which will take place electronically via Skype.

All reviews done by Committee members and other reviewers shall be based on the following criteria:

- ❖ Quality of applicant: academic qualifications; quality of publications; experience in climate change-related research or research uptake; real-world impact and recognition of prior work (e.g. through awards).
- ❖ Quality of proposed project: relevance to climate change modelling, practice and policy; strength of connection to the mathematical sciences; experience of applicant in research or project topic; quality of project design; feasibility; suitability of proposed project environment(s); and quality and realism of budget projections.
- ❖ Potential impact.

Membership Requirements

- ❖ The Committee shall consist of five members appointed by AIMS. AIMS shall also appoint the Chair of the Committee who, in turn, shall appoint a Secretary.



- ❖ Membership is restricted to individuals of international repute who meet the following additional criteria:
 - have a substantial record of world-class research in climate change science and/or mathematical sciences and its applications more generally;
 - have an impeccable record of adherence to the highest, applicable ethical norms.
- ❖ Members shall be willing to devote the time required to:
 - review several application files;
 - rank applicants;
 - be available for electronic meetings which will be organized by the Chair;
 - provide a written final summary for each applicant which outlines the rationale for their rank. This should be sent to ms4cr-smallgrants@nexteinstein.org at most one week after the selection process has been concluded.
- ❖ Members shall report all potential conflicts of interest, including professional relationships with applicants, to AIMS (ms4cr-smallgrants@nexteinstein.org).
- ❖ Members shall hold in strict confidence the contents of all deliberations of the Committee, except those that are otherwise made public.
- ❖ Members shall not be remunerated for their role on the Committee.

Quorum

- ❖ The quorum for meetings of the Committee shall consist of sixty percent of its members. Either the Chair or a designated representative shall be present in all meetings of the Committee.

Administrative and Other Assistance

- ❖ Administrative assistance shall be provided to the Committee by the Research Manager of the AIMS Network. Other types of assistance shall be provided by the AIMS Network's Director of Research.

Review

This document shall be reviewed, as needed, by an Oversight Committee and the AIMS Secretariat.