

# Writing project proposals

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Elvis Ahmetović: Writing Project Proposals

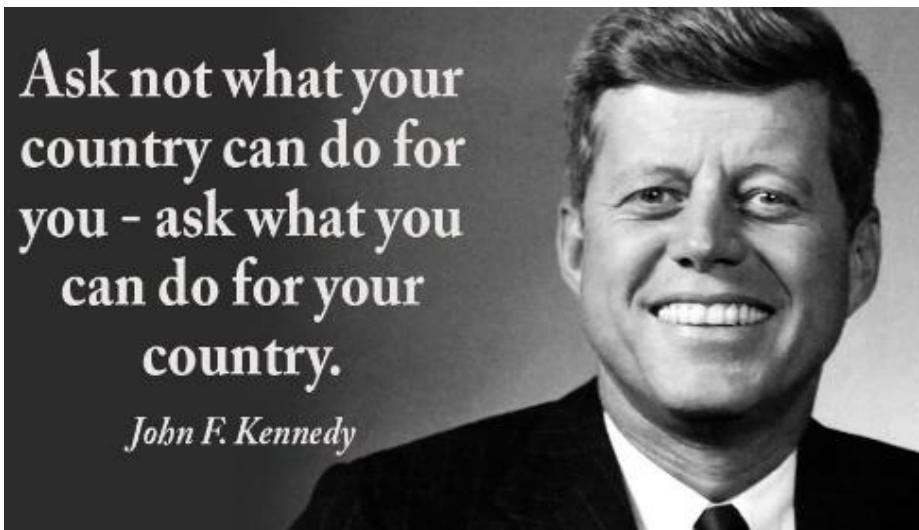
# Outline of Presentation

- Motivation for writing project proposals in countries with limited research and teaching funds
  - Why writing project proposals is important?
- What is project proposal?
- Project proposal triple constraint
- Important phases in a project proposal from an idea to the end of the project
- Calls for project proposals
- Key questions about project proposal planning and writing
- Philosophy for writing project proposals and common project proposal parts
- Conclusion: Tips for writing project proposal
- Take home messages important for project proposal writing
- Connect2020 group for writing project proposals
- Acknowledgments

# Motivation for Writing Project Proposals in Countries with Limited Research and Teaching Funds



New research & teaching knowledge,  
experience, skills?  
New research infrastructure?  
More people doing research?  
Increasing number of students?  
Excellence in research and teaching?



# Why writing project proposals is important?

Get funds for our  
project ideas

Buy research and  
teaching equipment

Achieve excellence in  
research and teaching

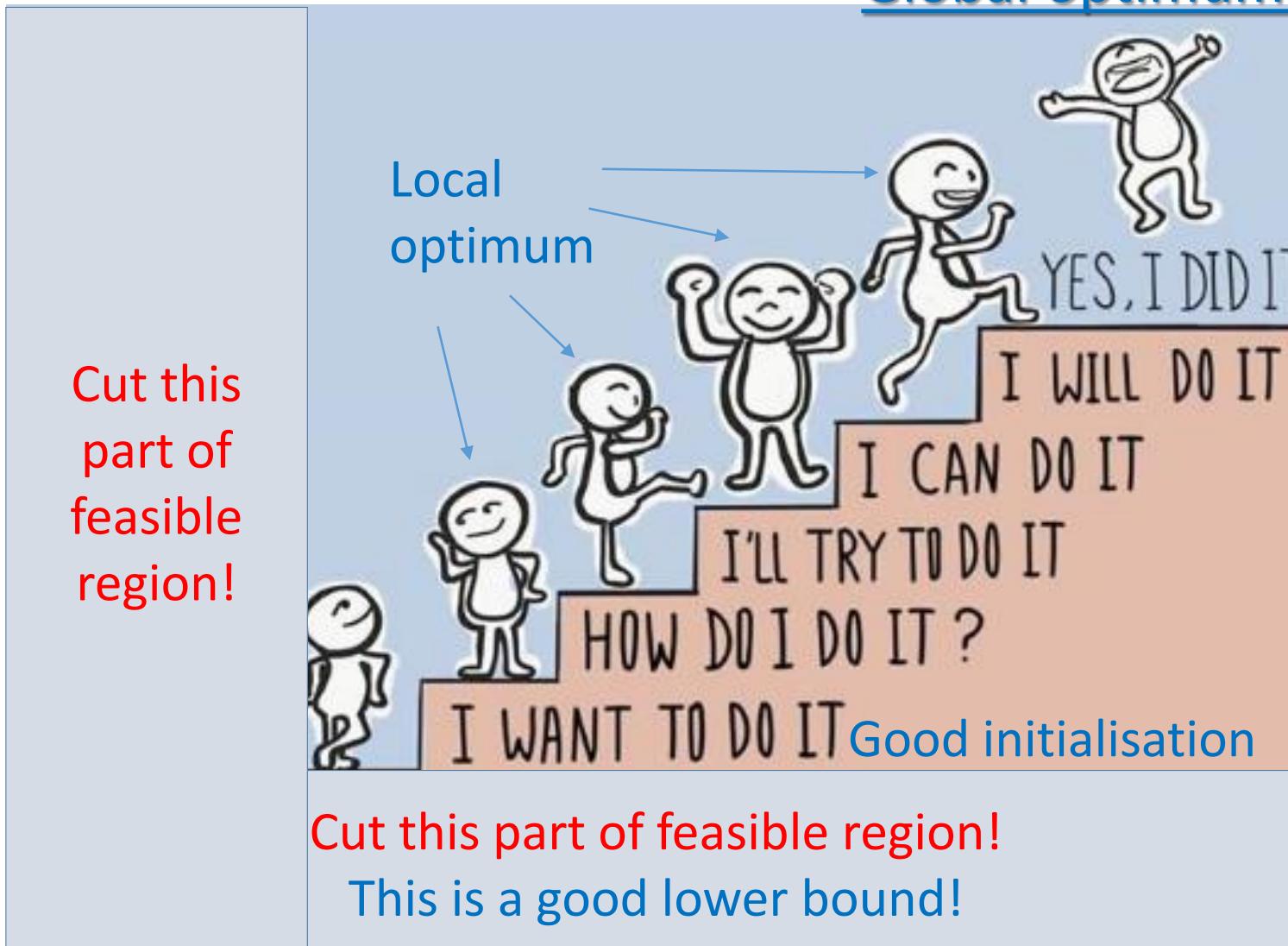


Address:

- global and local issues important for our society
- knowledge gaps

Get new knowledge,  
experience and skills

# Internationalisation, Collaboration Networks, Writing and Participating in Research & Education Projects?

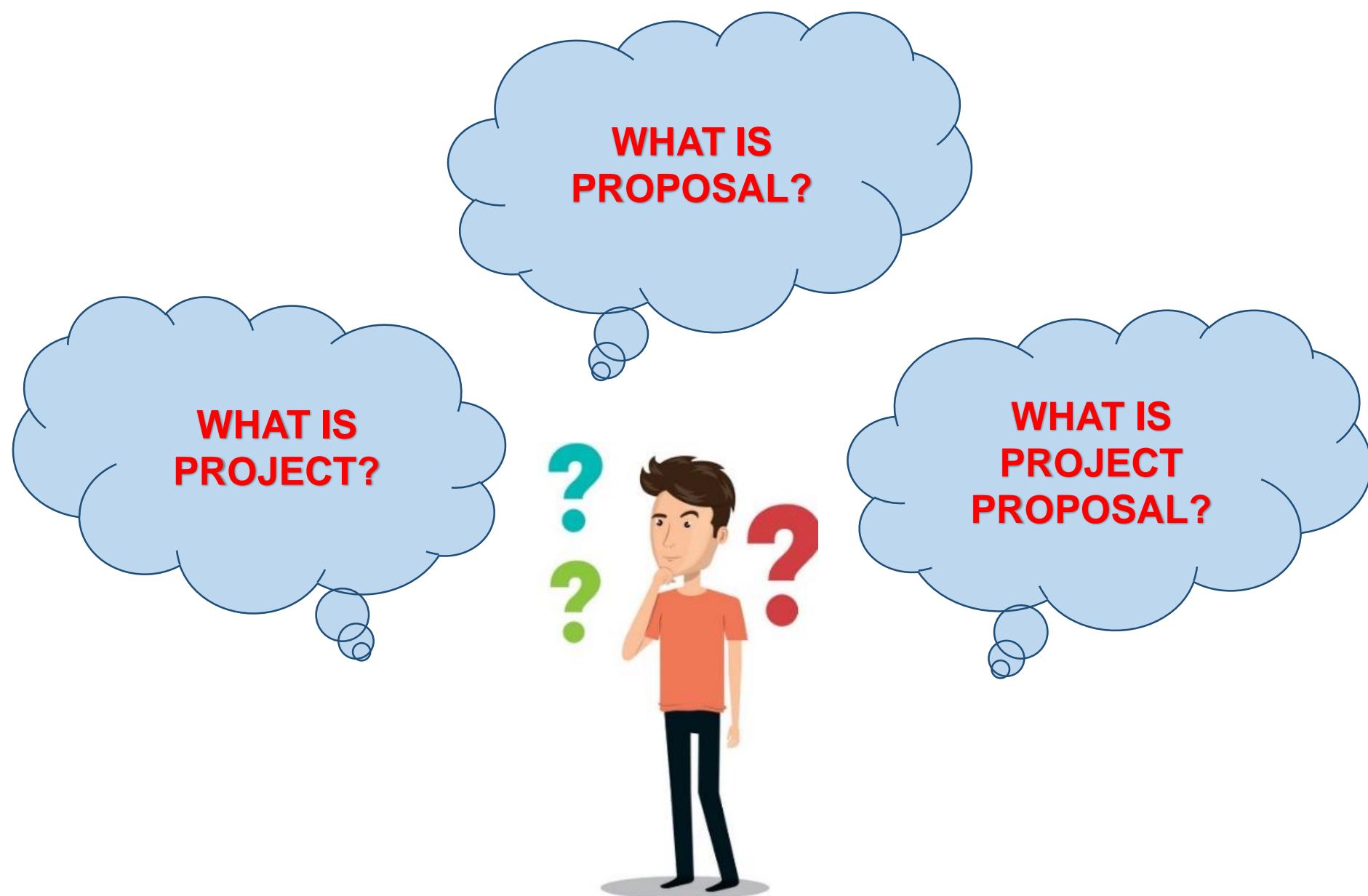


# Recognition of your work over the globe is very important



Goals, plans and hard work are very important for everything we would like to achieve including also getting funds for projects!





# Project & Proposal

## Project

- a piece of planned **work** or an **activity** that is completed over a **period of time** and intended to achieve a particular aim/goal/purpose



<https://dictionary.cambridge.org/dictionary/english/project>

## Proposal

- a formal **suggestion**, **plan**, or **idea**, often a **written one**
- the act of making a **formal plan** or **suggestion**



<https://dictionary.cambridge.org/dictionary/english/proposal>



A **document** that facilitates a professional relationship between an organization and outside contributors.

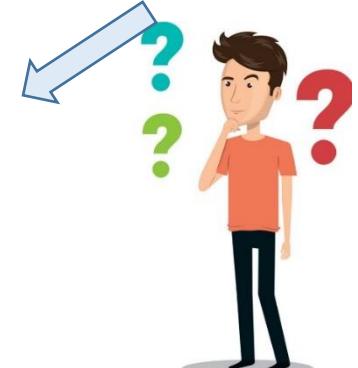
A critical **document** that you present to a client, sponsor or **stakeholder** to get your project approved or **receive funding** for it.

A **document** that outlines everything **stakeholders** need to know to initiate a project.

A **document** that is used to convince a **sponsor** that a project **needs to be done** to **solve** a particular business problem or opportunity.

An important **document** describing **key details** about a project.

## WHAT IS A PROJECT PROPOSAL?



Document  
Needs to solve a problem  
Project ideas  
Key details about a project  
Sponsors/Stakeholders



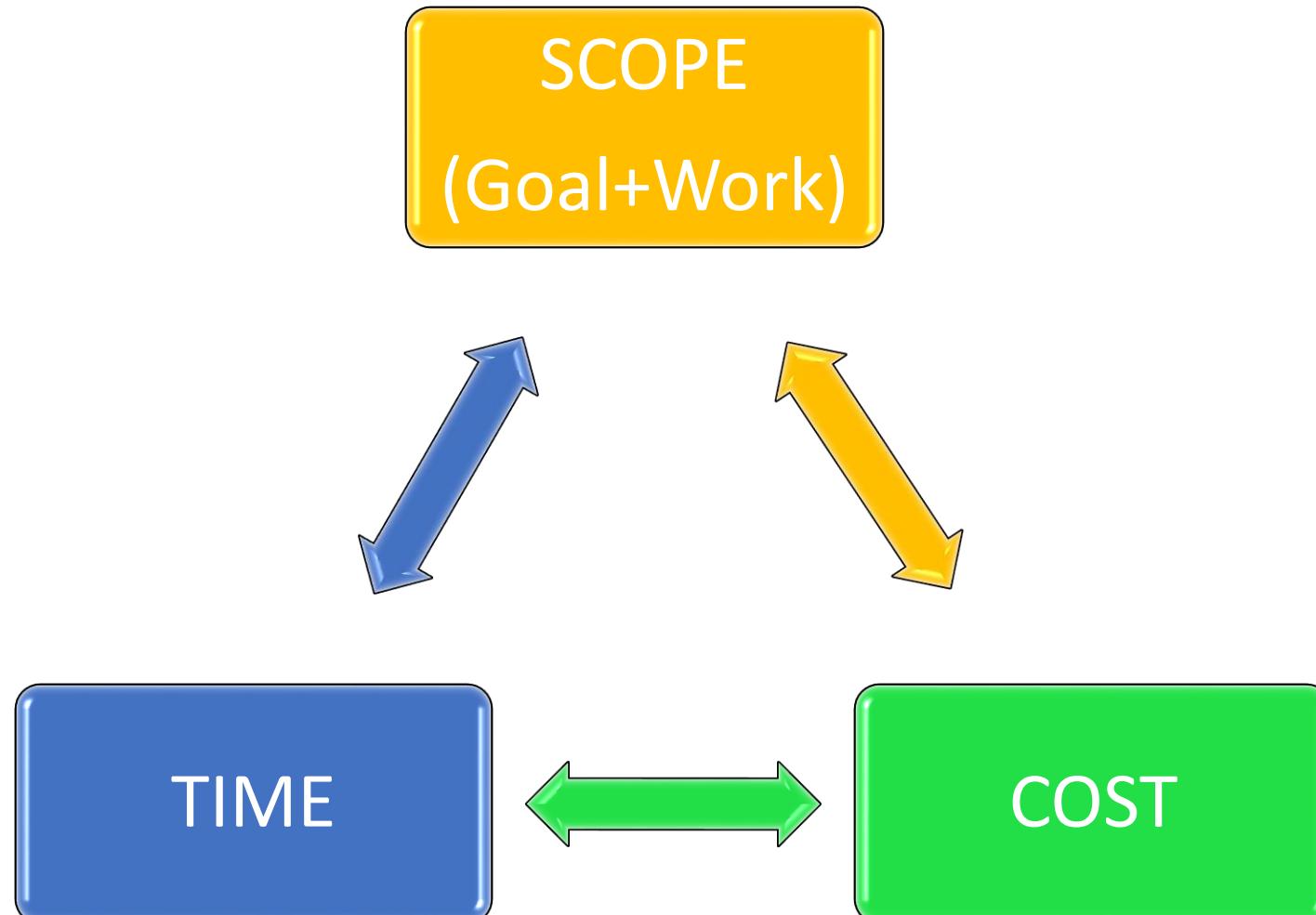
Elvis Ahmetović: Writing Project Proposals  
**Receive funding and solve a problem**

# Project & Proposal

- A **temporary** and complex initiative that is agreed, planned, and executed to achieve a specific **goal** (e.g. to create a unique product, service or result) with an appropriate **cost/budget**

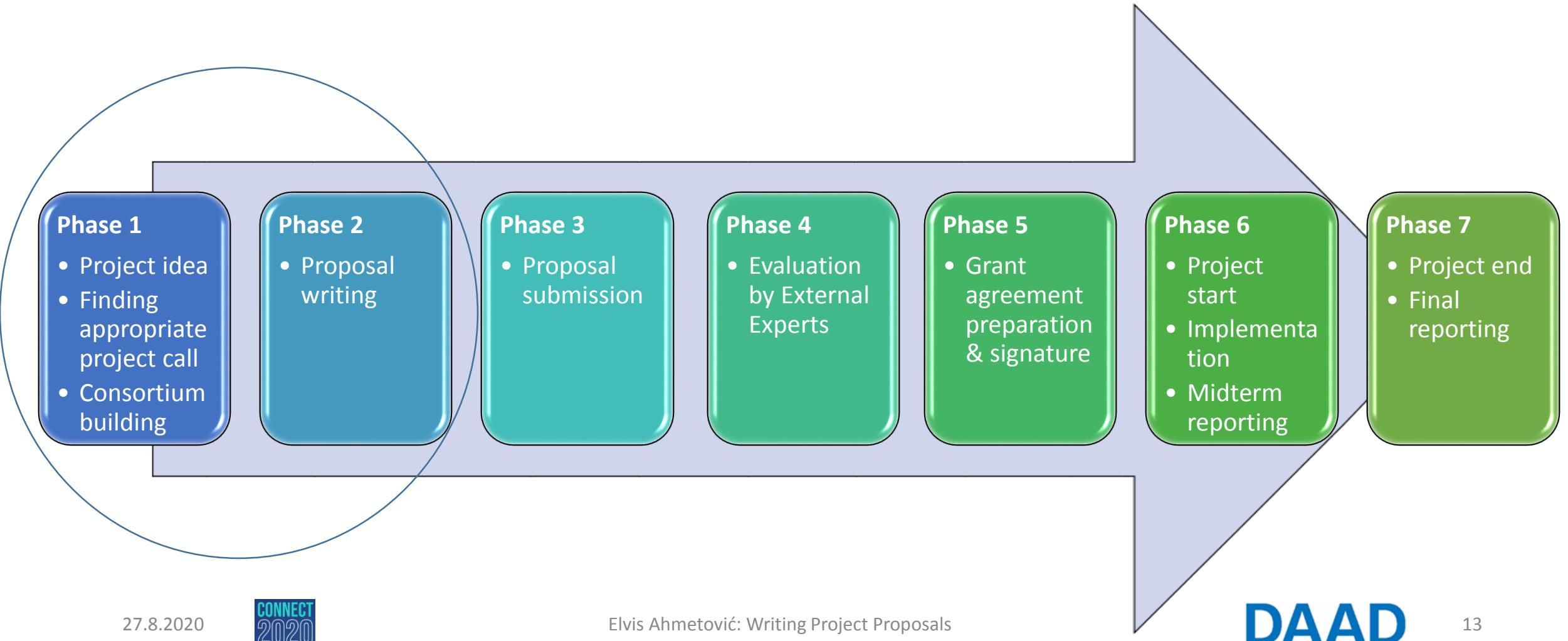


# The project management triple constraint



# Important phases in a project

from an idea to the end of the project



### Phase 1

- Project idea
- Finding appropriate project call
- Consortium building

Do Needs Analysis!

What is beneficial for our society?

Find Knowledge gaps!



## Phase 1

- Project idea
- Finding appropriate project call
- Consortium building

# Global Challenges We Face

## DECADE OF >>> ACTION



Sustainable Development Goals by 2030

<https://www.un.org/sustainabledevelopment/>

- Phase 1**
- Project idea
  - Finding appropriate project call
  - Consortium building

# Where to find calls for project proposals?

- In your country

- Universities
- Ministry of Education and Science
- Ministry of Civil Affairs
- Embassies of different countries in your home country
- ...

- Outside your country

- Projects funded by European union
- Projects funded by different countries in EU and outside EU
- ....





EN English

Search

**Phase 1**

- Project idea
- Finding appropriate project call
- Consortium building

[Home](#) > [Funding, Tenders](#) > [Funding opportunities](#)

## Funding opportunities

### [Find calls for funding - by topic](#)

An overview of calls for proposals by topic.

### [Find a project partner](#)

Information on project partnerships, including search services.

### [Funding programmes](#)

Overview of funding programmes

### [How EU funding works](#)

[How to get funding](#)

[Types of funding](#)

[Management of EU funding](#)

[Who is eligible for funding?](#)

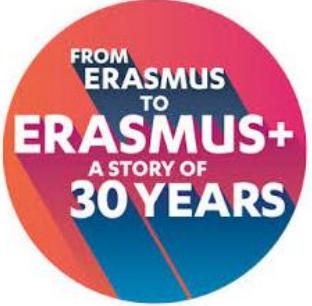
[Rules, procedures, guidelines](#)

[Selection process](#)

[Find a project partner](#)

[Information for contractors and beneficiaries](#)

[https://ec.europa.eu/info/funding-tenders/funding-opportunities\\_en](https://ec.europa.eu/info/funding-tenders/funding-opportunities_en)



# Erasmus+

[https://ec.europa.eu/programmes/erasmus-plus/about\\_en](https://ec.europa.eu/programmes/erasmus-plus/about_en)



## Find an opportunity

Erasmus+ has opportunities for people as well as organisations from all over the world.

More



## How to apply

Learn more about different applying procedures.

More



## Help

Need some answers? We are here to help.

More



## Programme guide

The Programme Guide is the key document for getting to know the Erasmus+ programme.

More



<https://interbaproject.com/>

INTERBA  
INTERnationalization at Home:  
Embedding Approaches and Structures to Foster Internationalization at Western Balkans



Co-funded by the  
Erasmus+ Programme  
of the European Union



# Finding project calls

<https://www.cost.eu/>

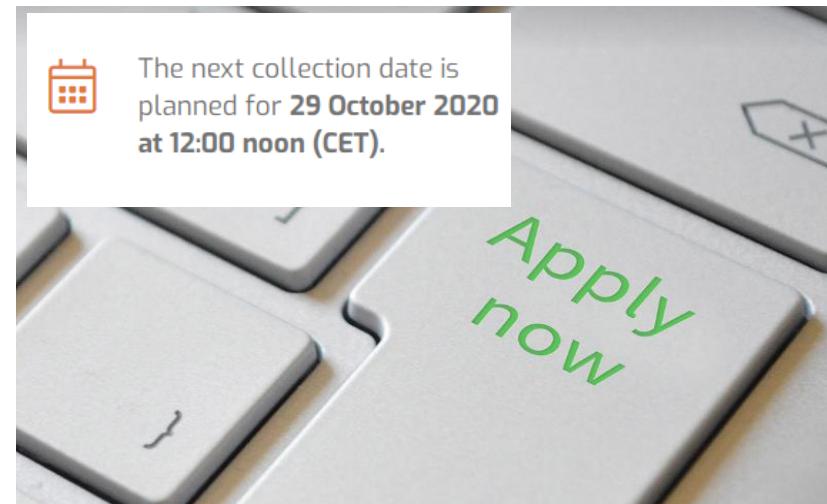


COST provides funds for:

- **organising meetings,**
- **training schools,**
- **short term scientific missions or**
- **other networking activities**

in a wide range of scientific topics.

Open Call: A simple one-step application process



Global networking promotion of national-funded research

# CA18224 - Green Chemical Engineering Network towards upscaling sustainable processes

[Home](#) > [Browse Actions](#) > Green Chemical Engineering Network towards upscaling sustainable processes

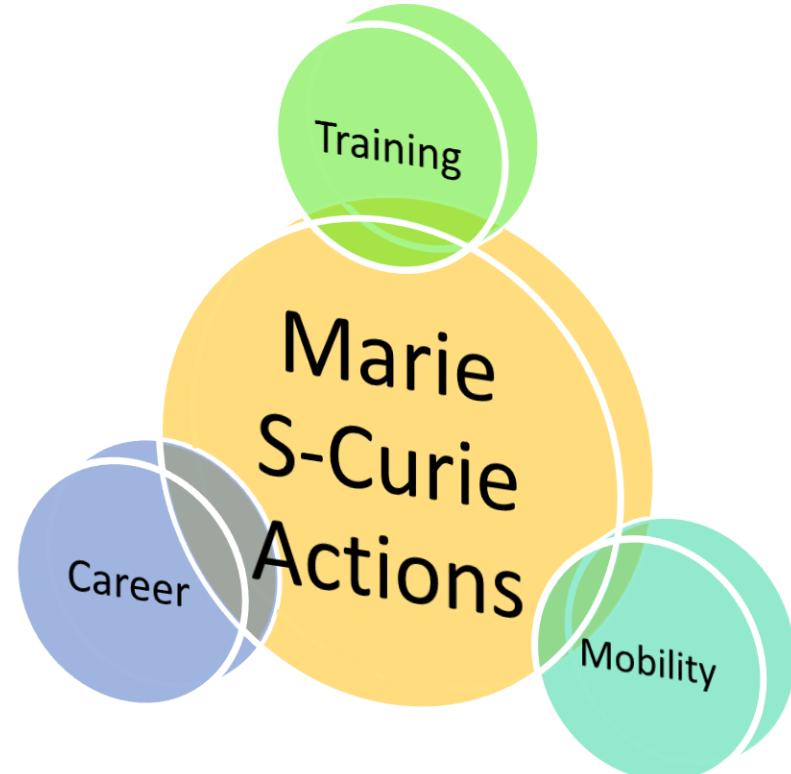
🌐 [www.greenering.eu/](http://www.greenering.eu/)

⬇️ [Downloads](#) ☰ [Team](#)



# Marie Skłodowska-Curie Actions

[https://ec.europa.eu/research/mariecurieactions/node\\_en](https://ec.europa.eu/research/mariecurieactions/node_en)



- RISE**
- ITN**
- COFUND**
- NIGHT**
- IF**

- Research & Innovation Staff Exchange
- Innovative Training Networks
- Co-financing fellowship or doctoral programmes with transnational mobility
- European Researchers' Night
- Individual Fellowships

[https://ec.europa.eu/research/mariecurieactions/actions/get-funding\\_en](https://ec.europa.eu/research/mariecurieactions/actions/get-funding_en)

# Marie Skłodowska-Curie Actions



MARIE SKŁODOWSKA-CURIE ACTIONS

## OPEN CALLS

**DEADLINE  
29/09/2020**

Co-funding of regional, national  
and international programmes  
2020

MSCA-COFUND-2020

Published on: 14/04/2020

**DEADLINE  
09/09/2020**

Individual Fellowships 2020

MSCA-IF-2020

Published on: 14/04/2020

# CEEPUS applications for winter term 2020



- **Network Mobility Applications**

- Applications for the Winter Term 2020 are still possible in some CEEPUS countries

- **Freemover Mobility Application round started**

- If you want to apply as a Freemover, that means you want to be exchanged outside a network

**Application Round 20/21: Mob App for Summer Term 2021**

mobility applications for the coming summer term 2021 will be already accept for stays in the following countries: AT, BG, HR, HU, ME, NMK, PL, RO, RS and SI

CEEPUS Member Countries and NCOs <https://www.ceepus.info/#nbb> Click the flag for more information on this country

	Albania		Croatia		Montenegro		Serbia
	Austria		Czech Republic		North Macedonia		Slovakia
	Bosnia-Herzegovina		Hungary		Poland		Slovenia
	Bulgaria		Moldova		Romania		Kosovo*

# Short term excursions and summer schools



The first short-term excursion of [undergraduate students](#) from Bosnia and Herzegovina (University of Tuzla, Faculty of Technology) to Croatia (University of Zagreb, Faculty of Chemical Engineering and Technology) in the [CEEPUS Network „CIII-SI-0708-06-1819-CHEMISTRY AND CHEMICAL ENGINEERING“](#)

# Other project and mobility funding opportunities



Deutscher Akademischer Austauschdienst  
German Academic Exchange Service

<https://www.daad.de/en/>



Austrian Agency for International Cooperation in Education and  
Research

<https://oead.at/>



Fulbright Scholar Program

<https://www.cies.org/>

There are many calls for  
projects and mobilities!

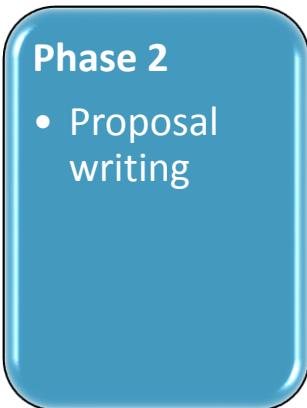
#### Phase 1

- Project idea
- Finding appropriate project call
- Consortium building

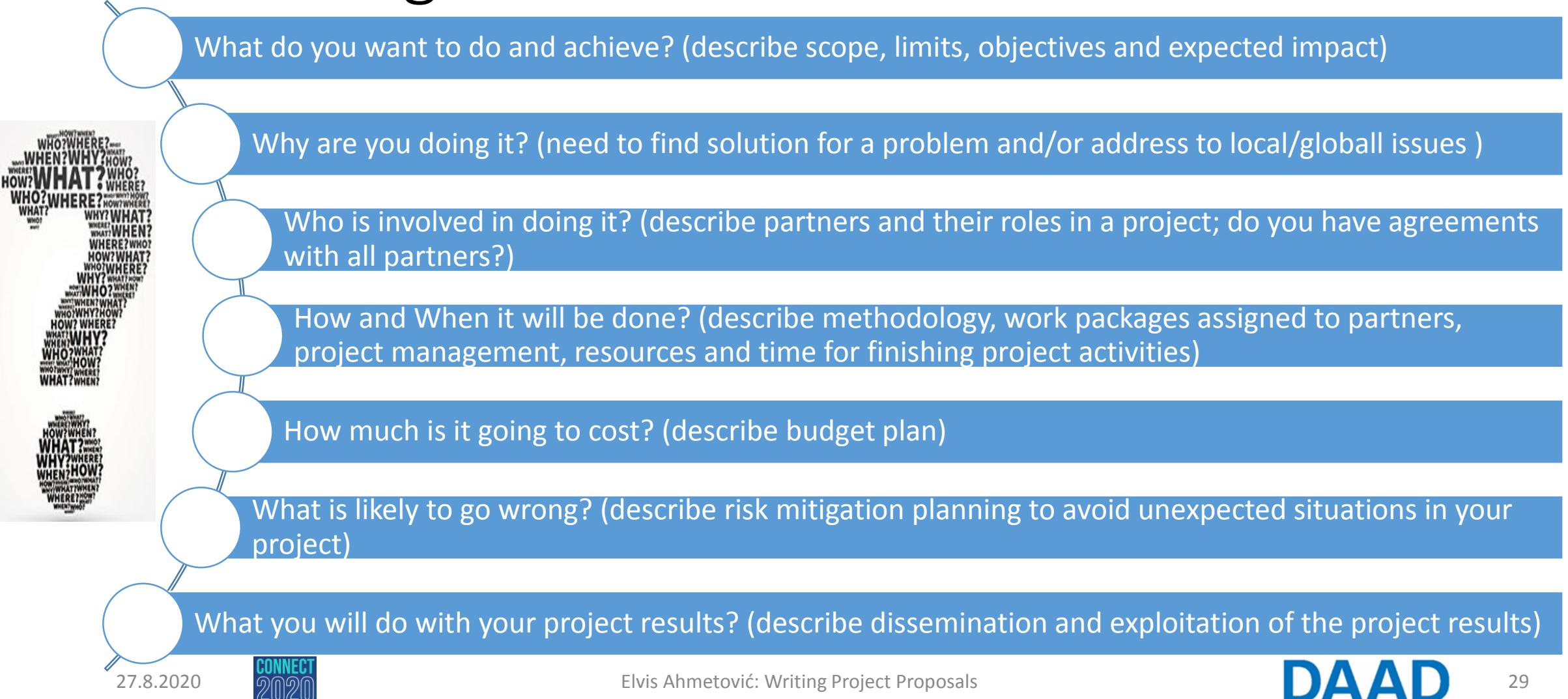
# Consortium building

- Choose the **right people/partners** in your project is **crucial** to **increase chances** to have a **winning project proposal** and **successfull project**
- Think about:
  - **Complementarity** (What kind of partner's roles and expertise's you need for a project; Are they complementary?)
  - **Interdisciplinarity** (Do you have partners from different disciplines to bring together diverse viewpoint and knowledge?)
  - **Balance** (Do you have a balance between profit and non-profit partners, geographical diveristy of partners and gender balance?)
  - **Excellence** (Do you have partners with excellent knowledge, experience, skills, references, and results from previous projects?)

# Key questions about project proposal planning?



# Some questions about project proposal planning and writing



# Some questions about project proposal planning and writing



Why your project should be supported compared to other good projects? (describe added values of your project related to project call requirements)

Are your project results measurable?

Do you have an appropriate gender balance of people involved in your project?

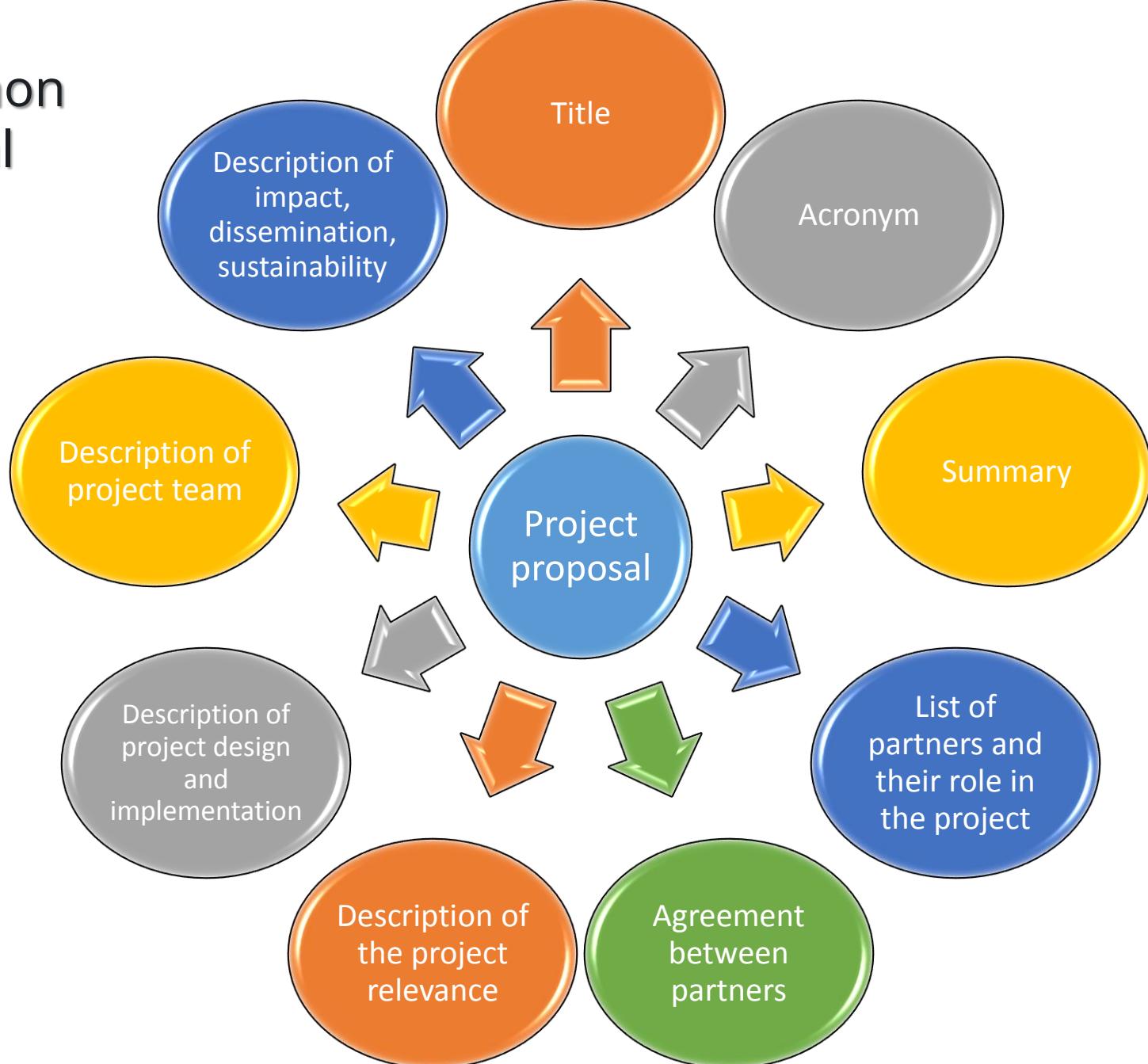
Do you have partners from different institutions (universities, non-government organisations, companies, institutes) and geographical diversity?

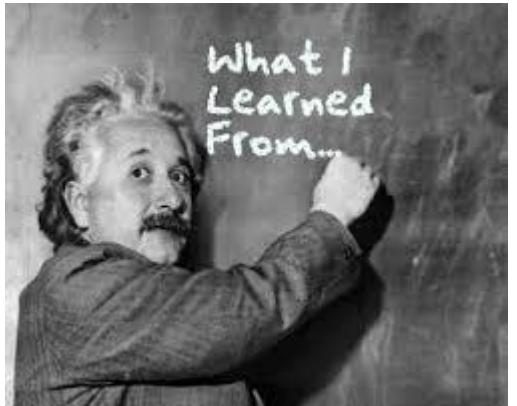
What is your financial and in-kind contribution in the project?

Do you have realistic ratio between requested funding and work done in the project? (be careful as some applicants can offer the same work for less money and their project can be accepted)



# What are common project proposal parts?

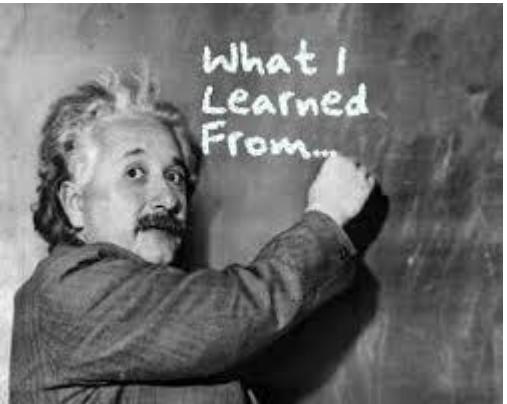




\*Take home message

Try to do the best and write an excellent project proposal because acceptance rates are around **10-20%**!



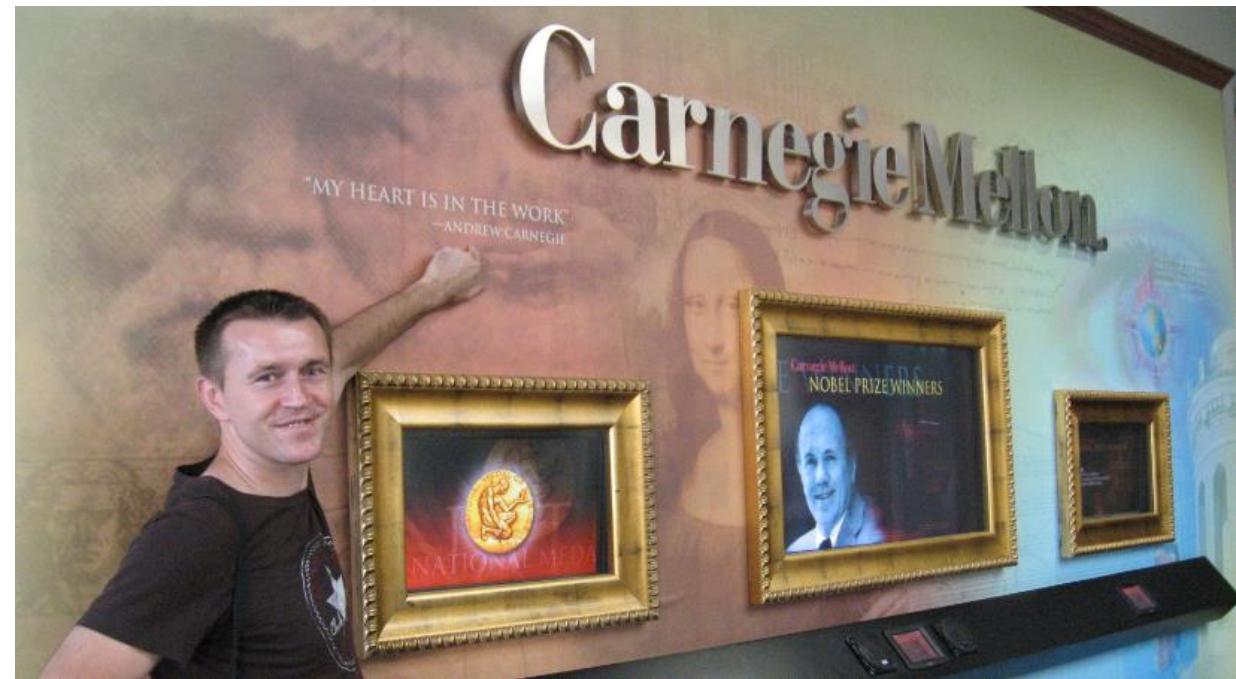


\*Take  
home message

There are **NO** secrets to **SUCCESS**.  
It is the **RESULT** of  
**PREPARATION, HARD WORK**  
and **LEARNING FROM FAILURE**.

- Colin Powell, U.S. Secretary of State

[www.agymlife.com](http://www.agymlife.com)



## European Research and Innovation Days

Bringing stakeholders together to shape future research and innovation policy

# EUROPEAN RESEARCH & INNOVATION DAYS



VIRTUAL  
EVENT

22 → 24  
SEPTEMBER 2020



[Download the programme >](#)

### Let's shape the future together

European Research and Innovation Days is the European Commission's annual flagship event, bringing together policymakers, researchers, entrepreneurs and citizens to debate and shape the future of research and innovation in Europe and beyond.

[https://ec.europa.eu/info/research-and-innovation/events/upcoming-events/european-research-and-innovation-days\\_en](https://ec.europa.eu/info/research-and-innovation/events/upcoming-events/european-research-and-innovation-days_en)

European Commission > Marie Skłodowska-Curie Actions > Events >

## Marie Skłodowska-Curie Actions

Home Actions How to... News & Events Resources Contact



### Science is Wonderful! 2020

The online science exhibition will take place online between 22 and 24 September 2020 and is part of the European Research & Innovation Days

22/09/2020 - 09:00 to 24/09/2020 - 17:00

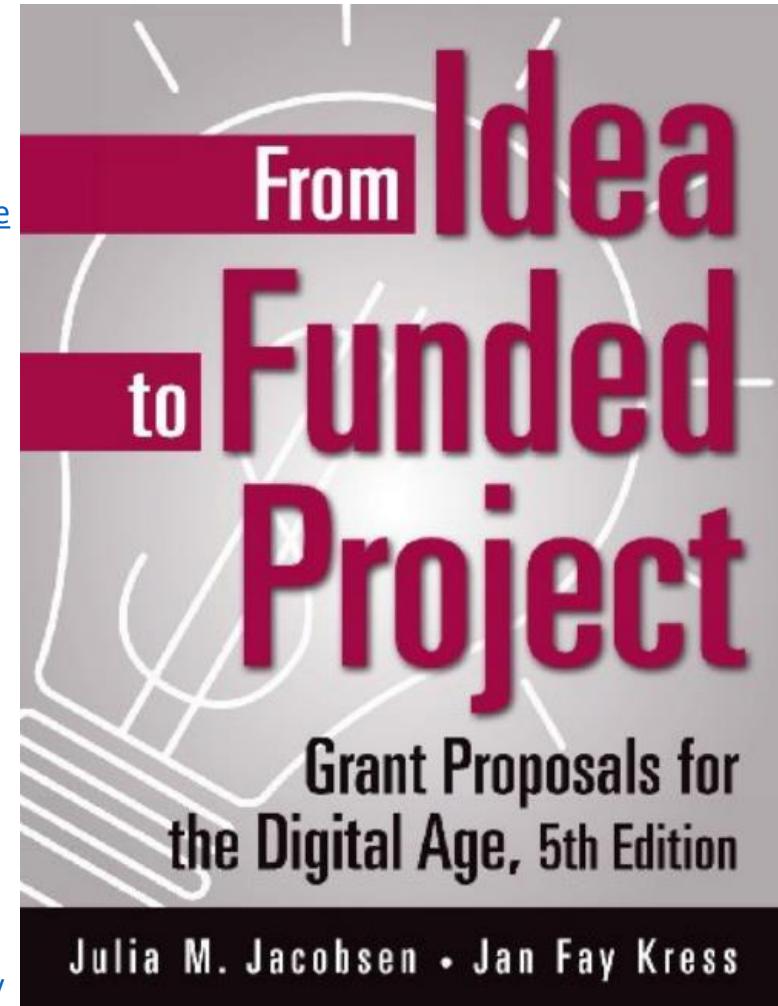


Slowing down global warming, improving our cities, preventing hunger and drought, fighting cancer... It's all part of the topics that schools, youth, citizens and stakeholders will discover through Science is Wonderful!, a free science exhibition which brings the world of science to the public.

[https://ec.europa.eu/research/mariecurieactions/events/science-wonderful-2020\\_en](https://ec.europa.eu/research/mariecurieactions/events/science-wonderful-2020_en)

# Some references and useful web links:

- <https://www.fool.com/the-blueprint/project-proposal/>
- <https://www.indeed.com/career-advice/career-development/how-to-write-a-project-proposal>
- <https://blog.bit.ai/how-to-write-a-project-proposal/>
- <https://www.slideshare.net/donruca/how-to-write-good-scientific-project-proposals-a-comprehensive-guide>
- <https://www.wrike.com/blog/overlooked-project-proposal-outline/>
- <https://www.projectsmart.co.uk/writing-a-project-proposal.php>
- <https://www.2webdesign.com/blog/7-answers-to-the-most-frequently-asked-questions-about-seo/>
- <https://www.indeed.com/career-advice/career-development/how-to-write-a-project-proposal>
- <https://www.youtube.com/watch?v=8cUwqxDrGYM>
- <https://www.youtube.com/watch?v=3jSQU- tdA4>
- <https://www.mavenlink.com/resources/project-proposal>
- <https://www.umass.edu/cfr/grant-writing/questions-think-about-when-planning-project>
- [http://h2020.com.ua/wp-content/uploads/2016/03/proposal-writing\\_final\\_kiev\\_GWcom.pptx](http://h2020.com.ua/wp-content/uploads/2016/03/proposal-writing_final_kiev_GWcom.pptx)
- <https://www.slideshare.net/vricigliano/wh-questions-10147805>
- <https://www.projectsmart.co.uk/managing-small-projects.php>
- [https://utt.edu.tt/documents/files/9th\\_edf\\_project\\_proposal\\_template.pdf](https://utt.edu.tt/documents/files/9th_edf_project_proposal_template.pdf)
- <https://wbc-rti.info/>
- <https://www.aib.edu.au/blog/career-development/how-setting-goals-can-improve-your-work-performance/>



# Acknowledgments

# DAAD

Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service

# CONNECT 2020

<https://www.connect2020.online/>



# Connect2020 group for writing project proposals



# CONNECT2020 OPPORTUNITIES:

Meet new friends, exchange experience and ideas, learn a lot of new things, enjoy spending time together, and have a fun!

