PREFEKT 2018

Preparing International Grant Application

Program

20. 4. 2018

- Search for a call
- Before you start…
- Proposal structure
- Tips and tricks
- Support at MU

27. 4. 2018

- IVF Grant Application

Why to write grants application

To have enough funding to:
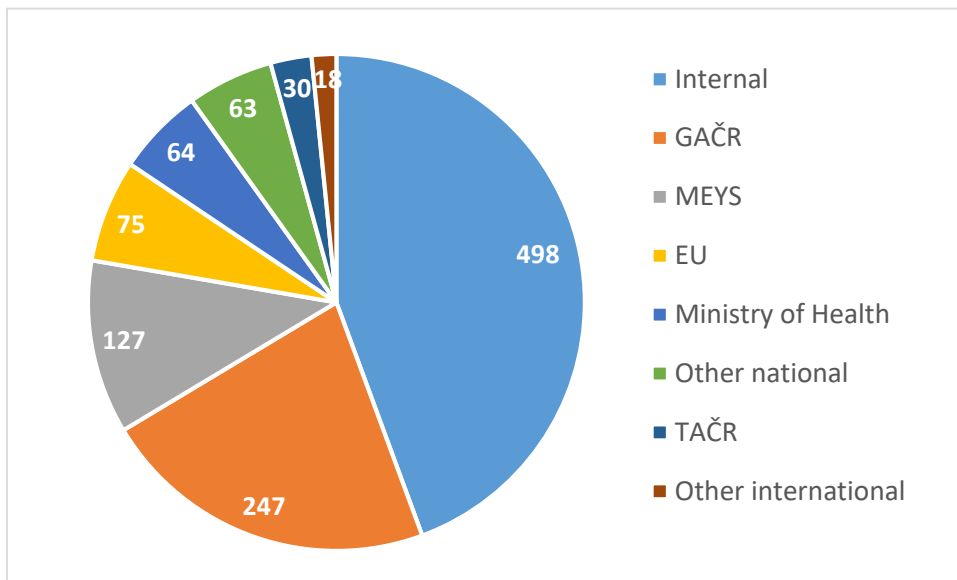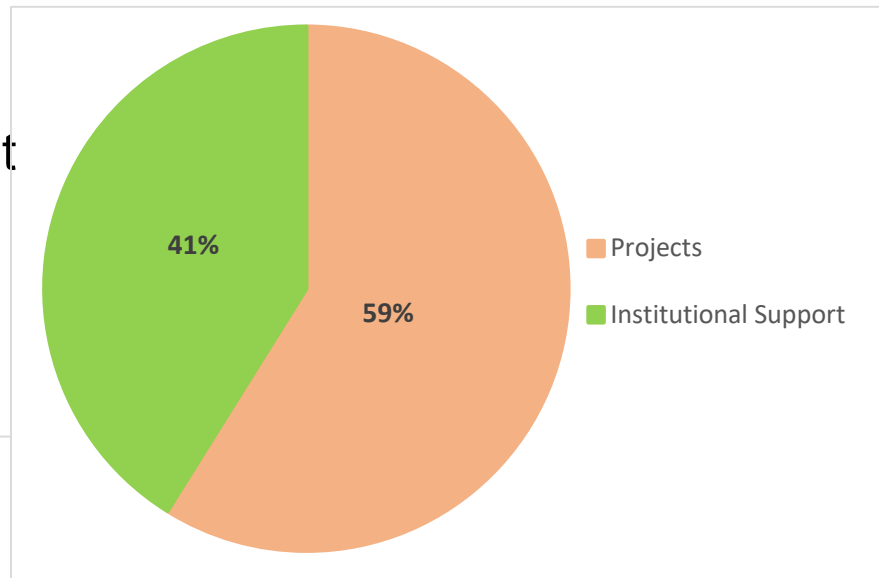
      run your studies,

      purchase top-notch soft- and hardware,

      pay respondents,

      participate in conferences,

      publish your results in high-impact journals.

Be aware:

- Only the best-in-class projects are funded.
- Winning grants is prestigious. It is also hard work.

Research Grants at MU (2017)

- Almost 60% annual research budget

- Providers (number of projects):

Where to look, who to ask

Ask:

- your PI

- your colleagues

- project support staff at your department/faculty

- project support staff at RMU

- use searching tools

- sign for newsletters (news at provider's webpages, <u>Research Office Newsletter</u>, …)

Searching tools (example 1) - anlupa
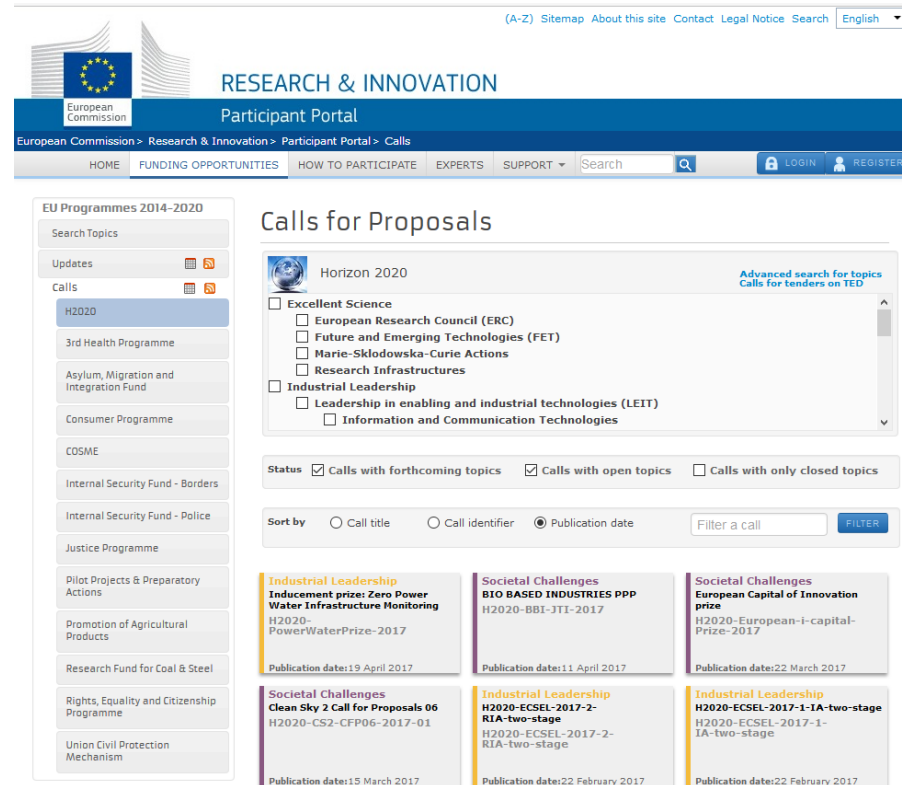
International Providers

- Eureka
- European intergovernmental framework for cooperation in science and technology
- European Commission
- L'Ecole polytechnique fédérale de Lausanne
- Mezinárodní visegrádský fond
- Ministerstvo pro vzdělávání a výzkum Spolkové republiky Německo
- National Science Foundation (NSF)

National Providers

- Česko-bavorská vysokoškolská agentura
- Fond rozvoje sdružení CESNET, z.s.p.o.
- Grantová agentura České republiky (GA ČR)
- Karlovarský kraj (KKV)
- Liberecký kraj (KLI)
- Ministerstvo kultury (MK)
- Ministerstvo obrany (MO)
- Ministerstvo průmyslu a obchodu (MPO)
- Ministerstvo školství, mládeže a tělovýchovy (MŠMT)
- Ministerstvo vnitra (MV)
- Ministerstvo zdravotnictví (MZ)
- Ministerstvo zemědělství (MZe)
- Norské fondy
- Technologická agentura České republiky (TA ČR)
- Územně samosprávné celky (ÚSC)

Searching tools (example 2) – Participant Portal

- H2020
- 3rd Health Programme
- Asylum, Migration and Integration Fund
- Consumer Programme
- COSME
- Internal Security Fund - Borders
- Internal Security Fund - Police
- Justice Programme
- Pilot Projects & Preparatory Actions
- Promotion of Agricultural Products
- Research Fund for Coal & Steel
- Rights, Equality and Citizenship Programme
- Union Civil Protection Mechanism

To enhance ability to get fundable score

- Clearly defined problem

- Ability of project to extend scientific knowledge
    - Interesting, important, testable hypotheses that build on previous research in the field

- Propose a scope of work that is appropriate

TASK 1 - Elevator speech

… a way to share your expertise and credentials quickly and effectively with people who don't know you

Before you start I.

- **Who**
  - is your audience? Understand the focus of the granting agency.
- **What**
  - is the question you are addressing?
  - tools will you use to address the question?
  - will society have at the end of the research?
- **Where**
  - will the research take us?
- **Why**
  - is the time now to address the question?
  - are you the person to perform the research?

Before you start II.

Check out the **timeline** for submission, and the funding cycle

Check to see if you meet the eligibility **criteria**

Check the **size of grants offered**, including min and max awards

Look at the **number and kind of past awards given** by the funder

If the grant requires **partnering**; is there a potential partner for this grant?

Before beginning, **determine** if you have the needed:

> **time**,

> **energy**

> and **other resources** to prepare an **successful** grant application

Project proposal structure in general

- Different agencies = different requirements, different terminology

- All proposals: scientific + administrative/technical parts

- **Horizon 2020:**
    - Scientific part = **EXCELLENCE**
    - Technical parts = **IMPACT + IMPLEMENTATION**

- Two approaches towards selection of the topic:
    - **bottom-up**
    - **top-down**

TASK 2 – call analysis

- **Who**
  - o is your audience? Understand the focus of the granting agency
- **What**
  - o is the question you are addressing?
  - o tools will you use to address the question?
  - o will society have at the end of the research?
- **Where**
  - o will the research take us?
- **Why**
  - o is the time now to address the question?
  - o are you the person to perform the research?

Does the idea match the call?

your idea   the call
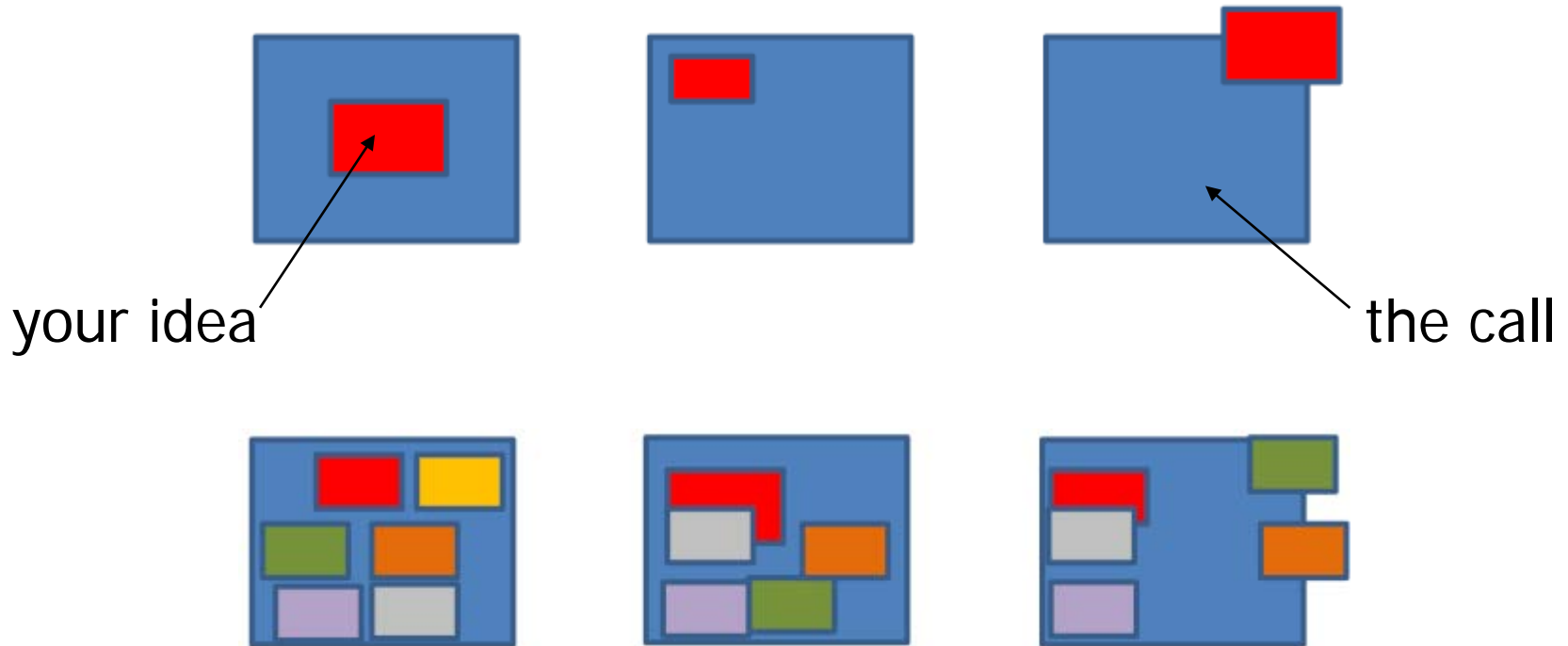
Source: www.ous-research.no

- You do not need to cover the full call alone
- You can argue that you have a good focused idea even if it is not covering the full call spot on.

Grant Application Template

- Answer all questions/fulfil all expectations
- Respect all page limitations for all sections
- Use the correct and last version

Why you should follow the template strictly:

- Evaluator expects the logic of the template
- She/he will have a much easier job finding the good points and compare proposals

Proposal Structure

- Administrative Part
  - Title
  - **Acronym**
  - Abstract
  - Budget
- Technical Part
  - **Excellence**
  - **Impact**
  - **Implementation**
  - PI / Consortium info
  - Ethics

Abstract

- Invitation to read the whole proposal.
- It must make the reader curious and full of expectations on what will follow.

- Should be brief, informative and catchy.
- Often used for distribution of proposals among evaluators.
- Too vague abstract may be picked by unsuitable evaluator.

TASK 3, 4 – Abstracts

- Go through two different project abstracts and try to identify their strengths and weaknesses.

- Which abstract is more convincing and why?

Excellence

- **Objectives** – clear, measurable, realistic and achievable

- **Relation** to the call

- **Concept and approach** – your motivation, positioning in the innovation chain, background, links to other initiatives, methodology, gender issues

- **Ambition** – going beyond the state of the art, **novelties**, **innovation potential** with reference to already available products or services, results of any patent search

How to write objectives

- **project** is based on an **idea** or vision

- **objectives** = the **achievements**/goal of the **project**

- writing **objectives** = you should tell **what** you will **achieve** to **fulfil** the **project idea**
    - to show that this project will really bring something new
    - to show the funding institution what they will get (**before** the project start)
    - to give them a way to follow up and control your work (**during** the project period)
    - to describe for yourself and your partners what goals you have set

Objectives should be SMART

- **S**pecific – What exactly will you achieve?

- **M**easurable – How to tell if the objective is reached? Provide clear indicators or parameters to measure the objectives?

- **A**ssignable – Specify who will do it.

- **R**ealistic – State what results can realistically be achieved, given available resources.

- **T**ime-related – Specify when the result(s) can be achieved.

Objectives are not activities!

- WPs and tasks are activities

- The wrong question: What am I going to do?
- The right question: What do I plan to achieve?

Impact

- **Contribution** to the impacts listed in the call text, **innovation capacity**, **competitiveness**, any other **environmental and socially important impacts**

  - who benefits from proposed research and in what ways (multiple different levels of benefit)

Implementation – I.
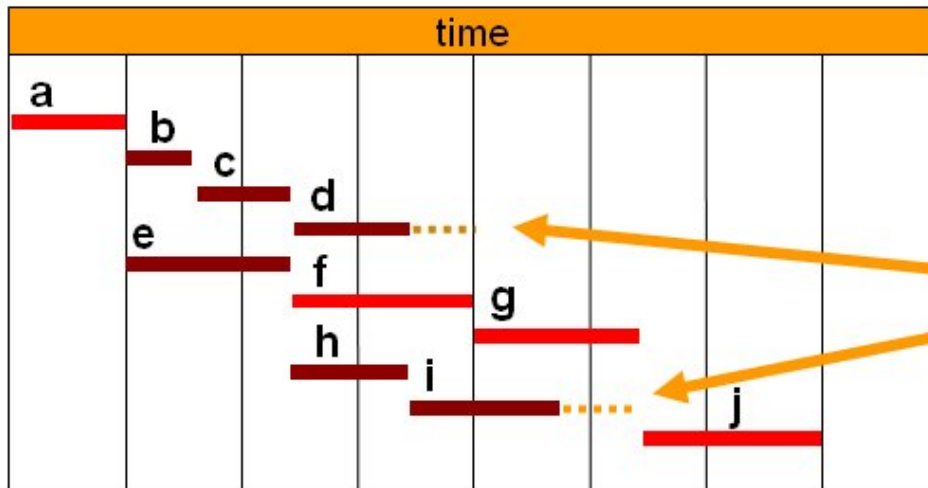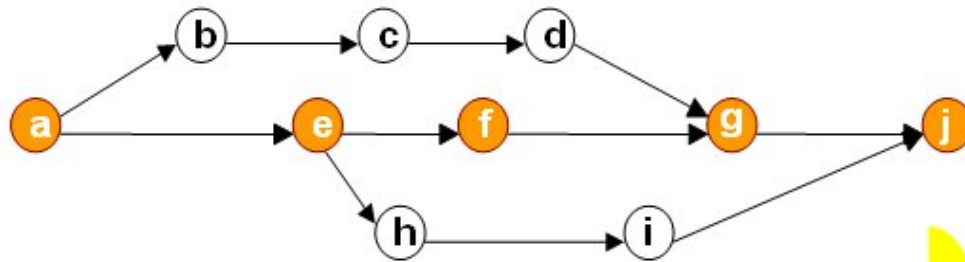
Implementation – II.

- Consortium as a whole
  - description of the consortium
  - complementarity of the partners
  - how the partners individually contribute to the project
  - how they will effectively work together

- Resources to be committed

Budget

- Direct costs
    - Personnel Cost (all benefits included)
    - Other direct costs, including
        - Travel cost
        - Equipment and infrastructure costs
        - Other costs and services (materials, supplies)
    - Subcontracting

- Indirect costs

Remember

- The most important is the good, logic story

- Be consistent
  - structure writing based on what you set out in the start to achieve
  - use the same word for the same thing throughout the proposal

- Focus and do not deviate

- If you get new ideas add an objective and restructure accordingly

Using the right words…

- Use the concepts and terms used by the call text, supporting documents, and the funding sources

- Read their text a try to match your text with their vocabulary:
  - It is easier to read and understand by the evaluator
  - It shows that you have read the text yourself
  - It gives the impression of you as an "insider" close to the call
  - It avoids misunderstandings and "not having addressed the questions"

Bad words I.

- *background*
  - everybody knows it from before
  - describe current SoA – this is the base for your research
    - continue with how you are going to go beyond SoA

- *will be agreed later, depending on the outcome, will be assigned when the project starts, may be changes in course of the project, will be decided post project*
  - avoid any open or unanswered questions in your text
  - even if you are not 110% sure make a choice and be clear

Bad words II.

- *aim*
  - o objectives or my main goals sound much better

- *may lead to, if successful, could have an impact on, will probably lead to an improvement*
  - o you should not write as if in doubt
  - o your project is ambitious Research; the winner is high risk high gain
  - o be realistic and clear in your goals and work plan
  - o any doubts – show in the risk plan what may fail; however, then you have a mitigation strategy ready

Grant Application Process - Some General Tips

Begin early.

Apply early and often.

Answer all questions. (Pre-empt all unstated questions.)

If rejected, revise your proposal and apply again.

Give them what they want. **Follow the application guidelines exactly.**

Be explicit and specific.

Be realistic in designing the project.

Make explicit the connections between

      your research questions and objectives,

      your objectives and methods,

      your methods and results,

      your results and dissemination plan.

Reasons for failure

- More than half (60%) are rejected on first reading because:

    o Proposal did not match program

    o Applicant did not follow directions

    (New & Quick, Grantseeker's Toolkit, 1998)

Support at Masaryk University

- Project support at faculties – first contact

- Research Office (Rectorate)
  - **Information service:** web, newsletter & e-mail news, workshops
    - ➢ H2020 project preparation (SSH) – 14. 5. 2018
    - ➢ Grants Week – October 2018
  - **Individual support:** consultations of project proposals/ grant opportunities
  - **Financial support:** for preparation of project proposals (prestigious schemes)

- Technology Transfer Office (IPR)

Visegrad grants

- Supports projects focused on **V4 regional cooperation** in various areas such as:

  Culture and common identity

  Regional development, environment and tourism

  Education and capacity building

  Public policy, legislation and justice

  Democratic values and the media

  Social development

- No budget limit (typically approx. **5 000–30 000 €**)

- Project duration: **max. 18 months**

- Covers total project costs (co-financing encouraged)

- Participants from **at least three V4 countries**

Thank you for your attention.

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Sources and links: Horizon 2020, International Visegrad Fund