Grant proposal writing -Issuing the call

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CZECH REPUBLIC
DEVELOPMENT COOPERATION

Czech University of Life Sciences Prague

SUMY STATE UNIVERSITY

DSAEU

Today, the call for CzDA grants will be issued!

Mini-grant of size of

15 500 UAH

Call for application 2021

The project applications language is English.

The printed versions of the applications must be signed also by a coordinator of the applicant´s Uni as a person who guarantees the project implementation after the financing is granted.

The applications submitted after the deadline or the applications missing all formal requirements will not be considered as eligible for the competition.

There must be detailed calculation and justification of required and may include travel costs, accommodation and per-diem for students. Specify these items for each person in the team and per activity.

Each spending, should be provided with the proving documentation, e.g. receipts, tickets, boarding passes, etc.

Important

The deadline for submitting the application (project proposals) in electronic versions is:

◦ **25.10.2021 till 23:59 (CET) - electronic version to the email:**

   marekjelinek@ftz.czu.cz

   Announcement will be till 31.10.2020

How should it look like?

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The applications must include the following **sections:**

Title page in a prescribed form

A concept note (general short information about the project, max 1500 symbols, in English and Ukrainian versions)

Detailed project description

Budget: justified finances required for the project.

What will we asses?

The Committee will use the **following assessment (evaluation) criteria for the applications:**

◦ Project impact value

◦ uniqueness of the problem tackled and the project proposal itself

◦ if the goals/planned outcomes of the project are realistic

◦ approach to the problem solution

◦ Implications towards cooperation with Czech University of Life Sciences Prague

◦ Cooperation among UA universities (SSU, DSAEU, BTNAU, SNAU, KNAU)

◦ adequacy of financial costs requested

◦ planned project outcomes

Preference criteria for assessing the project (grant applications) are set as follows*:

◦ The requested grant must be inferior or equal to **15,500 UAH**.

◦ At least cooperation of 2 universities will be ensured

*

The grant applications will be reviewed and evaluated by the Committee.

Information about the results of the review and the list of projects approved for financing **will be announced in the 31.10.2020.**

1. Title page

Prescribed form of a title page.

2. General information about the project (in English)

General information about the project (in English)

Project title

◦ Project title is the text item containing maximum 200 characters. It can contain both letters and numbers or special characters. The title starts with capital letter and is not ended by dot (.). Do not use abbreviations in the title.

Key words

◦ Indicate maximum six key words which are separated by semicolon (;). Key word might be composed of more words. Do not use abbreviations as key words

Project aim
◦ What kind of a problem you want to solve via the offered project.

Target group
◦ Those parties you are addressing as the beneficiaries of your project. Their main characteristics. Why you decided to solve their particular problem.

Summary of the project proposal

◦ Summary is the text item about the maximal size of 1000 characters. It might contain both letters or numbers or other special characters. The summary should reflect the nature of the project.

◦ It should briefly describe the topic, the problem, state the main objectives and outline of their solutions and project outcomes.

Start, end of the project

◦ Starting from November 2021

3. Project description

The overview of the state-of-art

◦ Briefly describe the importance of the topic.

◦ Overview of the problem to be tackled within the project.

◦ A brief review of the state-of-the-art at other universities/countries in this regard

Objectives of the project

◦ The main objective of the project (What would you like to achieve?)

◦ Main milestones of the project

Project timeline

◦ Briefly describe what, when, where and by whom will be done within the project scope.

Methods used

◦ The main steps in dealing with the topic, description of the methodology, description of the design of data collection, the justification of selected methods.

Project benefits (contribution of the project) and planned project outcomes

Continuity of the project to other projects/project sustainability

◦ Is this activity is expected to be a part of a comprehensive project/strategy?

◦ Is it assumed to involve a wider team? Is it anticipated to collaborate with other institutions or experts (International cooperation)?

The project team

- The members of the research team have to be specified according to his/her position in the team (**main coordinator, co-implementer**) and his/her relation (**affiliation**) to KNAU/DNAEU (bachelor, master or PhD. student, staff).

- Short CVs of all the team members should NOT be attached as annexes, but written in the project team chapter

NOTE:

◦ "Main coordinator" –is a person which coordinates the implementation of the project and its budget spending and s/he is responsible for the project implementation. One project can be led only by one project coordinator.

◦ "Co-researcher" - is the person which participates in the project implementation.

4. Budget

There must be detailed calculation and justification of required finances broken down according to the project team's activities

May include travel costs, accommodation and per-diem. Specify these items for each person in research team and per activity.

Each spending, should be provided with the proving documentation, e.g. receipts, tickets, boarding passes, etc. at the end of the project.

NOTE:

Maximal size of the Project description is 5 pages (Times New Roman, font size 12, space 1/single/) including tables, graphs and pictures or photos)/

Dr. Hynek Roubík