



HOW TO...?

SUCCESSFUL

APPLICATIONS

SHOW



Competitiveness in Grant submission



€80 billion (2014 –
2020)

< 14% success rate

What are evaluators looking for?

- What are we going to learn as a result of the proposed project that we do not know now? (goals and outcomes)
- Why is it worth knowing? (significance)
- How will we know that the conclusions are valid? (criteria for success)

Proposal Writing Steps

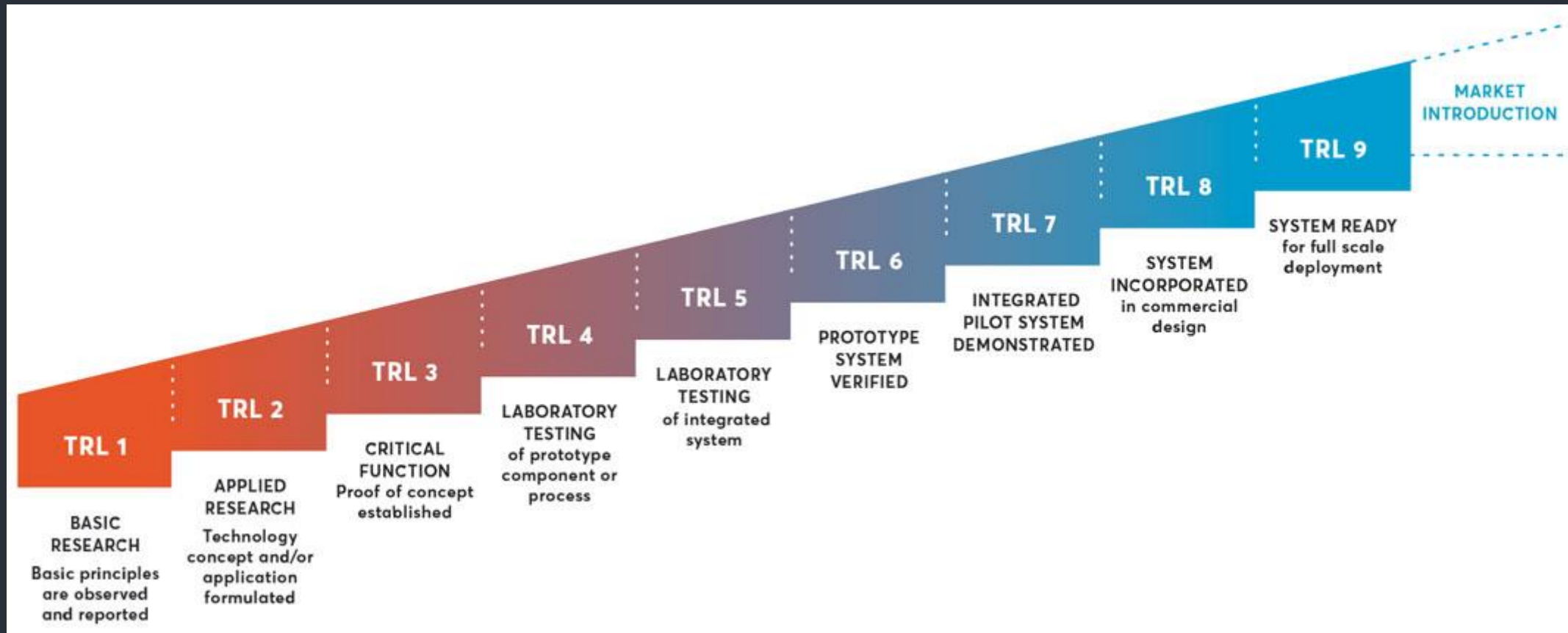




Step 1. Identify your needs and focus

- What type of project is this? A preliminary or exploratory research in order to develop a full-blown research agenda? Or, on the contrary, a Proof-of-concept validation in Real World setting?
- Do we have the necessary resources already or is this project for expanse (hire staff, create new infrastructure...)?
- Define keywords early on. Build the rest around them to make sure you focus on the right things

- *Technology Readiness Level before and after the project.*





Step 1. Identify your needs and focus

- What is the topic? Why is this topic important?
- What are the research questions that you're trying to answer? What relevance do your research questions have?
- What are your hypotheses?
- *Literature reviews should be selective and critical, not exhaustive*



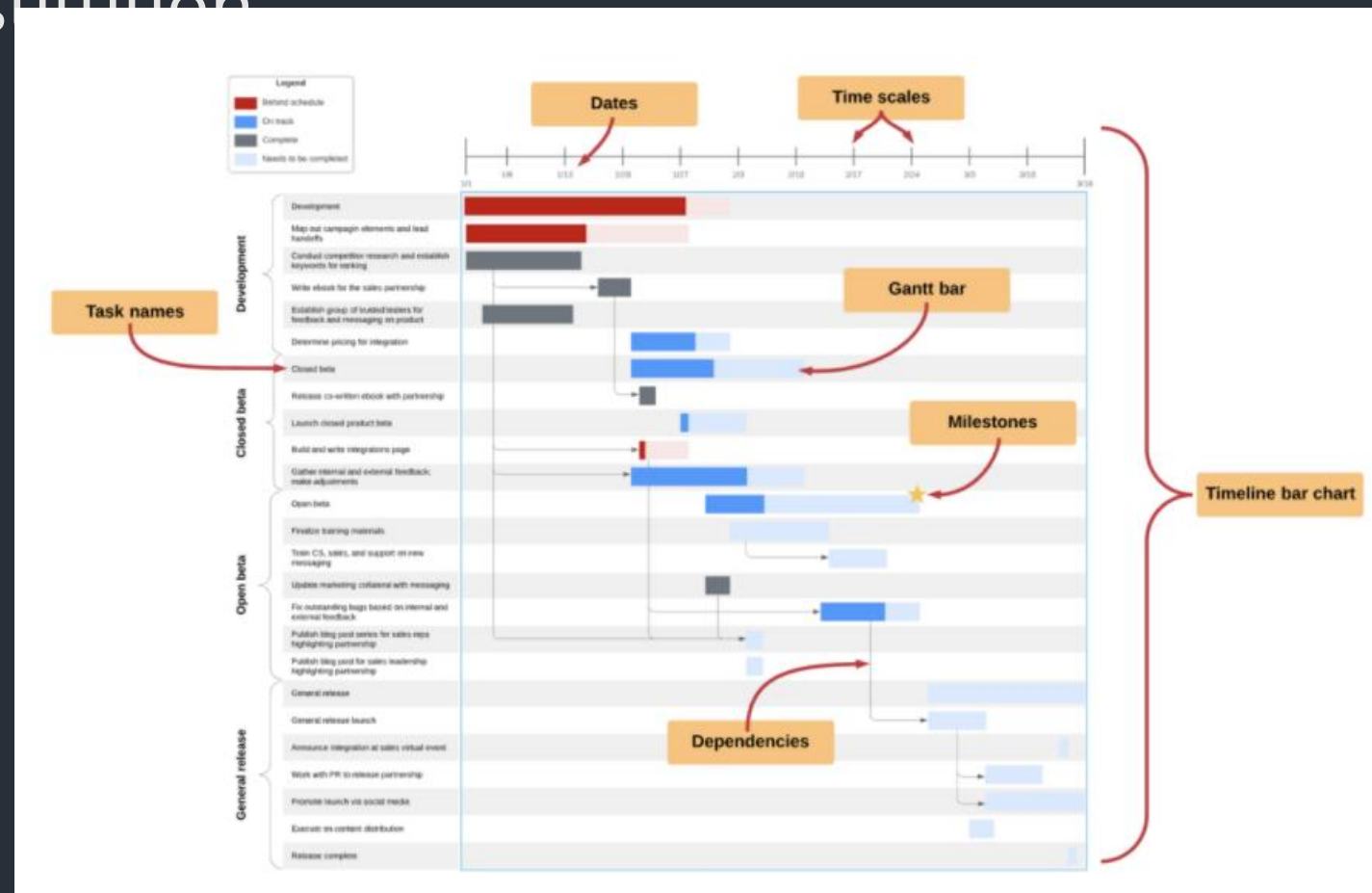
Step 2. Define key tasks

- What are your research methods?
- Do you plan on using quantitative methods? Qualitative methods? Both?
- Will you be undertaking experimental research? Clinical research?



Step 3. Define timeline

- Make sure all tasks have a clearly identified responsible person/institution





Step 4. Define budget

- Even when proposal guidelines do not specifically mention a narrative, be sure to include a one or two page explanation of the budget.
- Consider including an exhaustive budget for your project, even if it exceeds the normal grant size of a particular funding organization. Simply make it clear that you are seeking additional funding from other sources.



Step 4. Define budget

- Make sure that all budget items meet the funding agency's requirements – eligibility and limits.
- Always check your institutional policy for indirect costs and calculate your budget accordingly.
- Especially in cross-border projects, be aware of variations on tax laws.



Step 5. Define Team and Management

- Explain staffing requirements in detail and make sure that staffing makes sense.
- Be very explicit about the skill sets of the personnel already in place (you will probably include their Curriculum Vitae as part of the proposal).
- Explain the necessary skill sets and functions of personnel you will recruit.
- To minimize expenses, phase out personnel who are not relevant to later phases of a project.



Step 5. Define Team and Management

- Accountability matters! Define who will be in charge of what.
- Remember that you don't need only the scientific expertise but also administrative, financial, tech transfer, communication... skills to ensure the long-term impact and sustainability of the project results.



Step 6. Define success metrics

- Benchmarking
 - *Open Grants* - [_https://www.ogrants.org/](https://www.ogrants.org/)
- Stay aligned with your focus and expertise but also with the funding agency's main target



Step 7. Define dissemination strategy

- Your project won't succeed unless the outcomes reach people.
- If your research is in any way applied, make sure to consider possible IP protection and follow your TTO's rules about disclosure.
- Make sure evaluators see that you are making an effort to disseminate beyond mandatory paper writing.



Step 8. Demonstrate Impact

- Make explicit the connections between your research questions and objectives, your objectives and methods, your methods and results, and your results and dissemination plan.
- Some impacts will only be felt in the long term, and you can't prove them. But you should still list them.
- Be as multidisciplinary as possible
- Look for the main priorities, development goals, strategies... applicable to your field, region

Final Tips



01 Be explicit and specific.

02 Be realistic in designing the project.

03 Adjust the contents to your audience.

04 Follow the application guidelines exactly.

05 Ask for help.