

SESSION 6: Plan effectively for a good research proposal

1. Logical Framework Matrix
2. Gantt Chart and Task Allocation
3. How to concrete an idea to a proposal?

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Logical Framework Approach

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- **History?**
- **Why LFA?**
- **What are the steps?**
- **Example**
- **Exercise**

LFA Definition and History

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- The Logical Framework Approach (LFA) was developed in the late 1960's to assist the US Agency of International Development (USAID) to improve its project planning and evaluation system
- The LFA has since been adopted as a project planning and management tool by most multilateral and bilateral development agencies

The LFA is an analytical process and set of tools used to support project planning and management

Logical Framework Approach

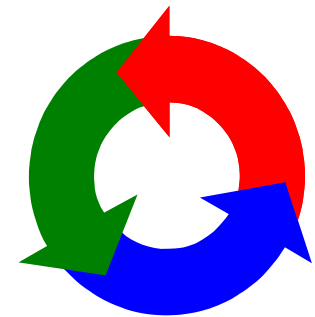
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- Obligatory to submit in most of the EU Calls
- EU stresses the importance of this tool
- Should be considered as a starting point of the project design
- NOT just a form to fill in...drafting should involve the all team and partners
- **THE LOGFRAME SHOULD BE DRAFTED BEFORE THE APPLICATION FORM!!!**

The 9 STEPS of LFA

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- ❑ 1. Analysis of project's Context
- ❑ 2. Analysis of Stakeholders
- ❑ 3. Problem Analysis/Situation Analysis
- ❑ 4. Objectives Analysis
- ❑ 5. Plan of Activities
- ❑ 6. Plan of Resources/Inputs
- ❑ 7. Indicators and Source of Verification
- ❑ 8. Risk Analysis and Risk Management
- ❑ 9. Analysis of Assumptions



Analyse the problem

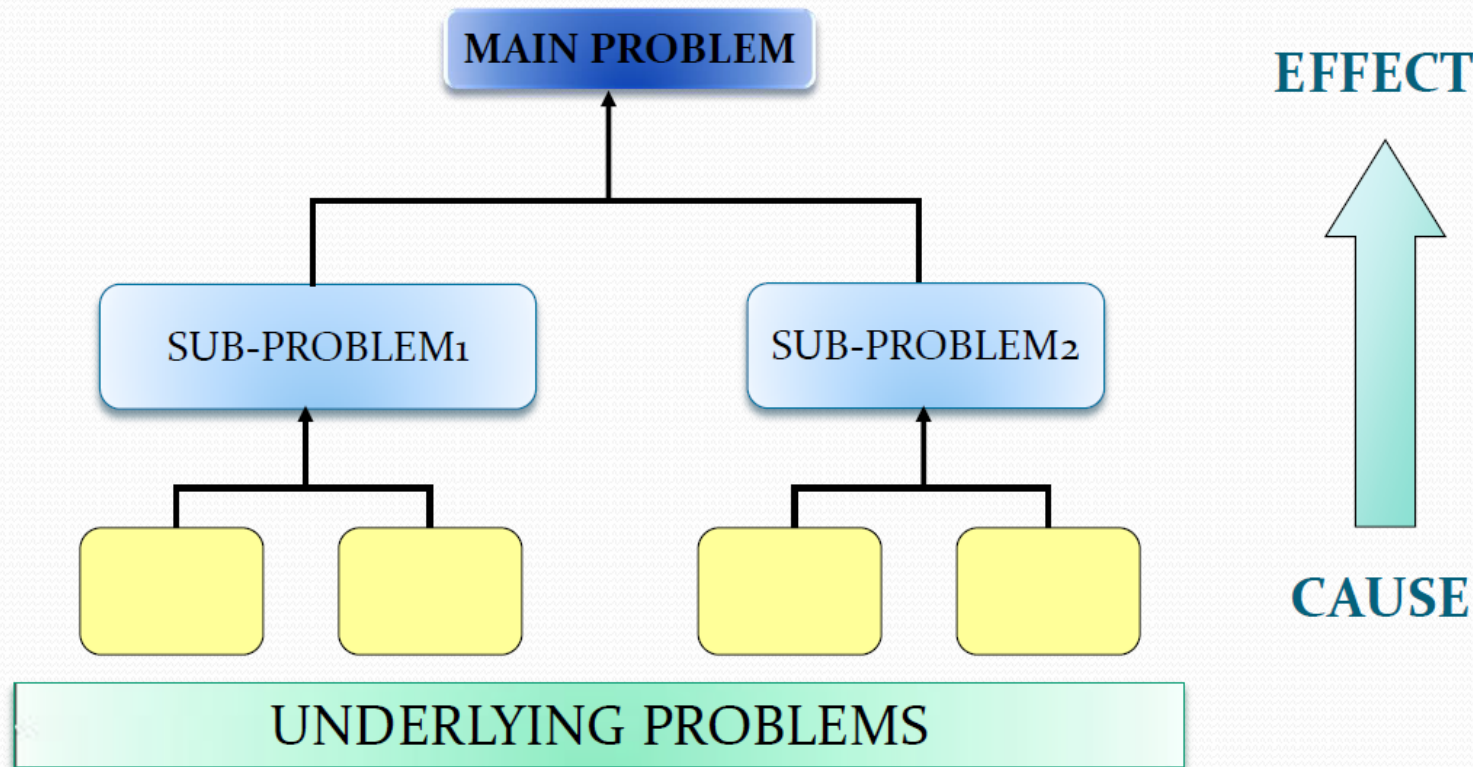
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1. Identify the **major problems** that the project will address.
2. **Group problems** by similarity of concerns.
4. Develop the problem tree:
 - Select a **focal problem** from the list and relate other problems to the focal problem.
 - If the problem is a **cause** of the focal problem it is placed **below** the focal problem
 - If the problem is an **effect** of the focal problem it goes **above**

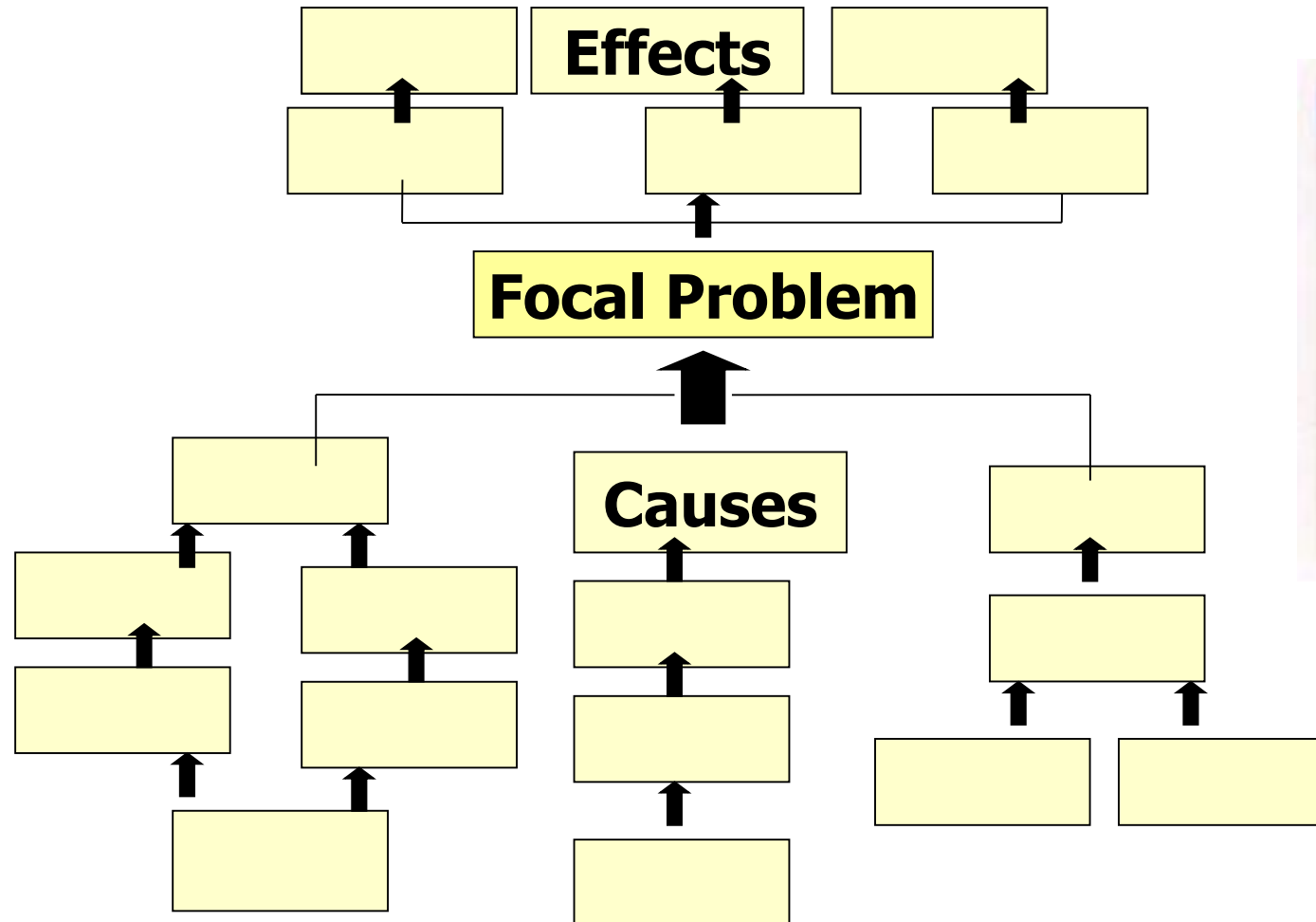
Analyse the problem

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Problem Tree and Problem Analysis



Problem analysis/Problem tree



Objective analysis

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Step 1: Reformulate all **negative situations** of the problem tree into **positive situations** that are :

- Desirable
- Realistically achievable

Step 2: Make sure that there is a means – ends (results) relationship (if this is implemented **then** this will be achieved)

The **causes become** the starting point for the **objectives**.

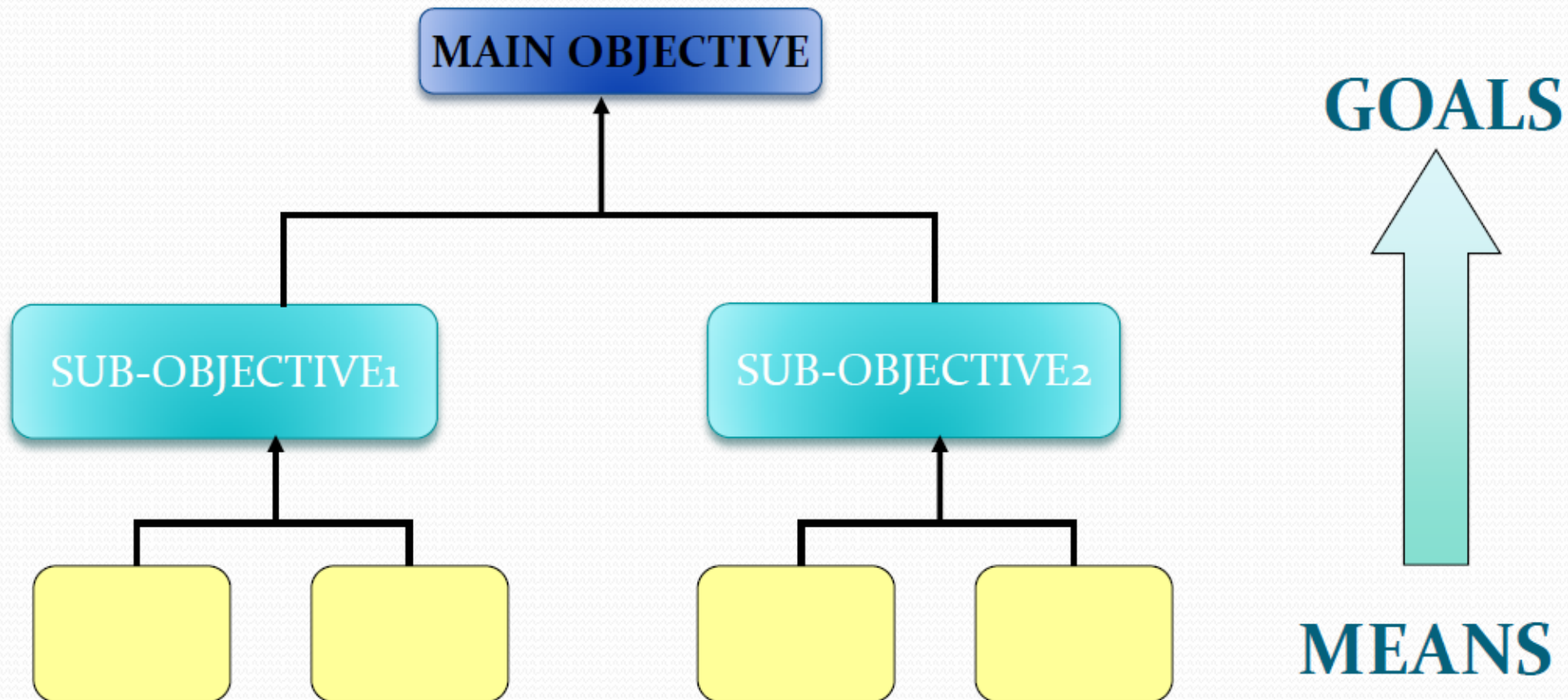
The **effects become the results of the objectives**.

Step 3: IF necessary:

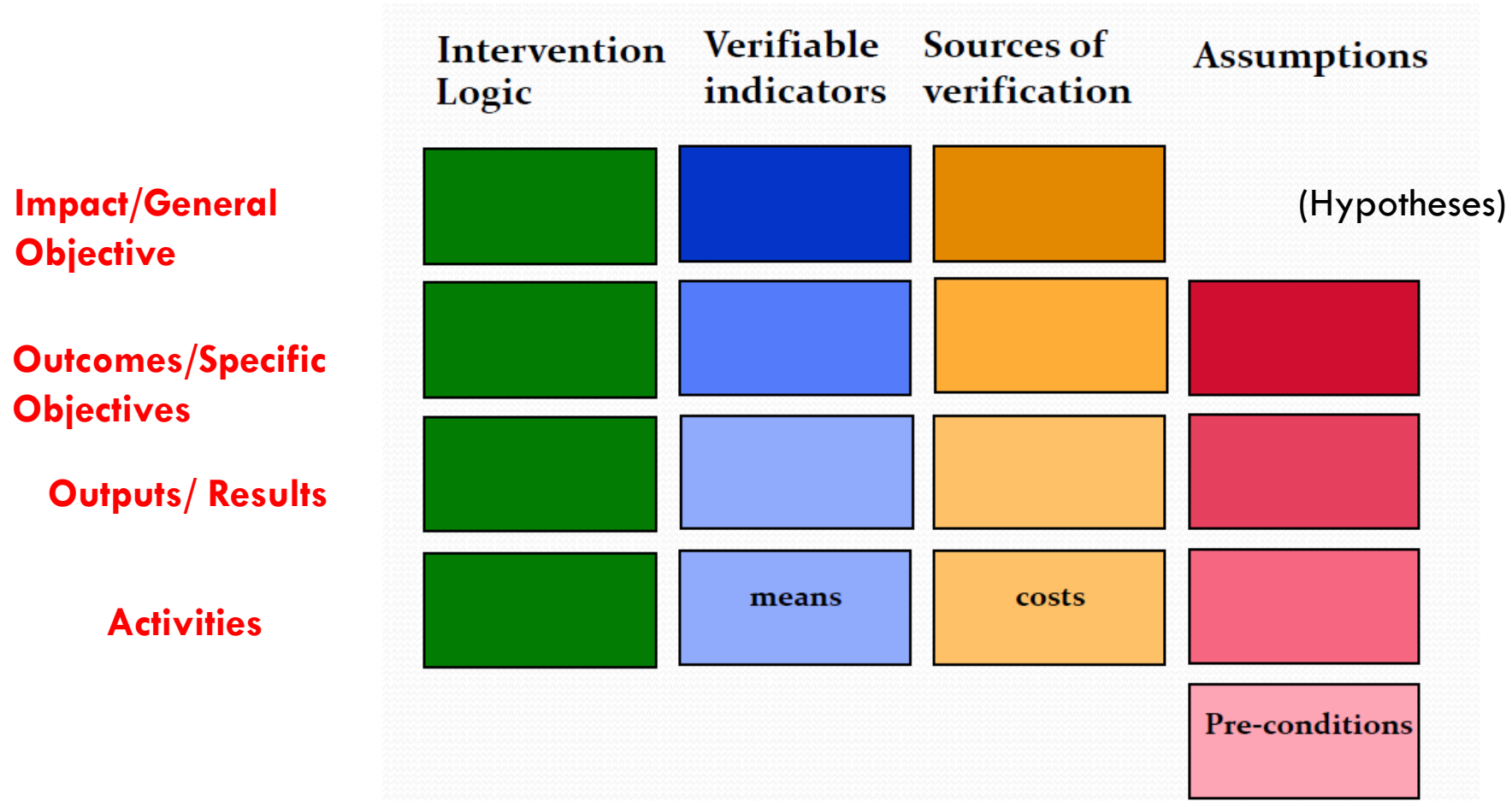
- Revise statements
- Add new objectives if these seem to be relevant and necessary to achieve the objective at the next higher level
- Delete objectives which do not seem suitable or necessary

Objective analysis

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Logical Framework Matrix



Logical Framework Matrix

Result chain		Indicators	Baseline	Target	Means of Verification	Assumptions
Impact						
Outcome						
Output 1						
Activities 1.1 ...						
Output 2						
Activities 2.1 ...						

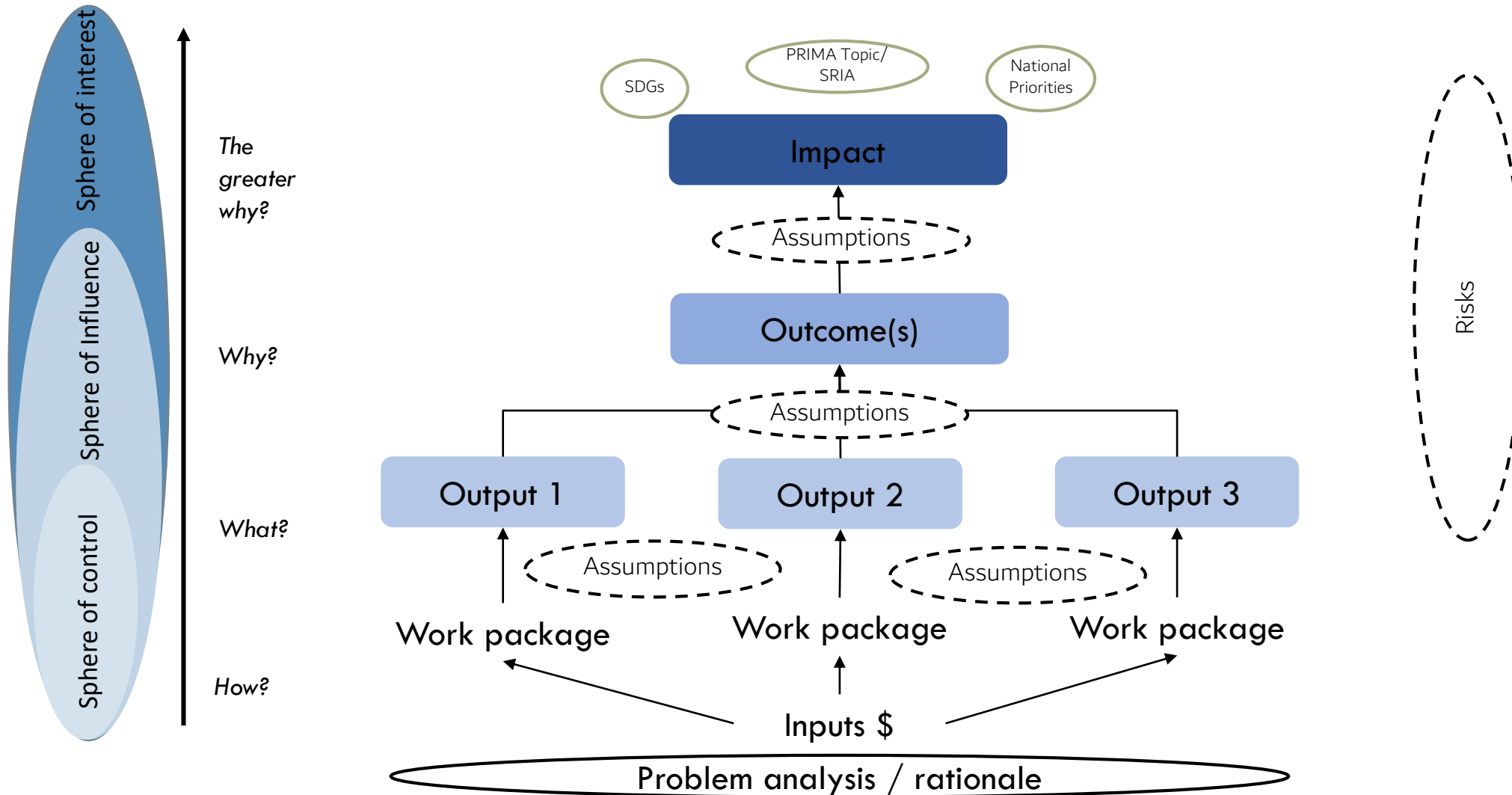
Logical Framework Matrix

Result chain		Indicators	Baseline	Target	Means of Verification	Assumptions
Impact	<i>The long-term development improvement/positive change to which a project/program is intended to contribute.</i>					
Outcome	<i>A change in behavior, to which research outputs and related activities have contributed.</i>					<i>Necessary conditions for the outcome to lead to the impact</i>
Output 1	<i>Knowledge, technical or institutional advancement produced by the project's research, engagement and/or capacity development activities.</i>					<i>Necessary conditions for the output(s) to lead to the achievement of the outcome</i>
Activities 1.1...						<i>Necessary conditions for the activities to lead to the achievement of the related output</i>
Output 2						
Activities 2.1...						

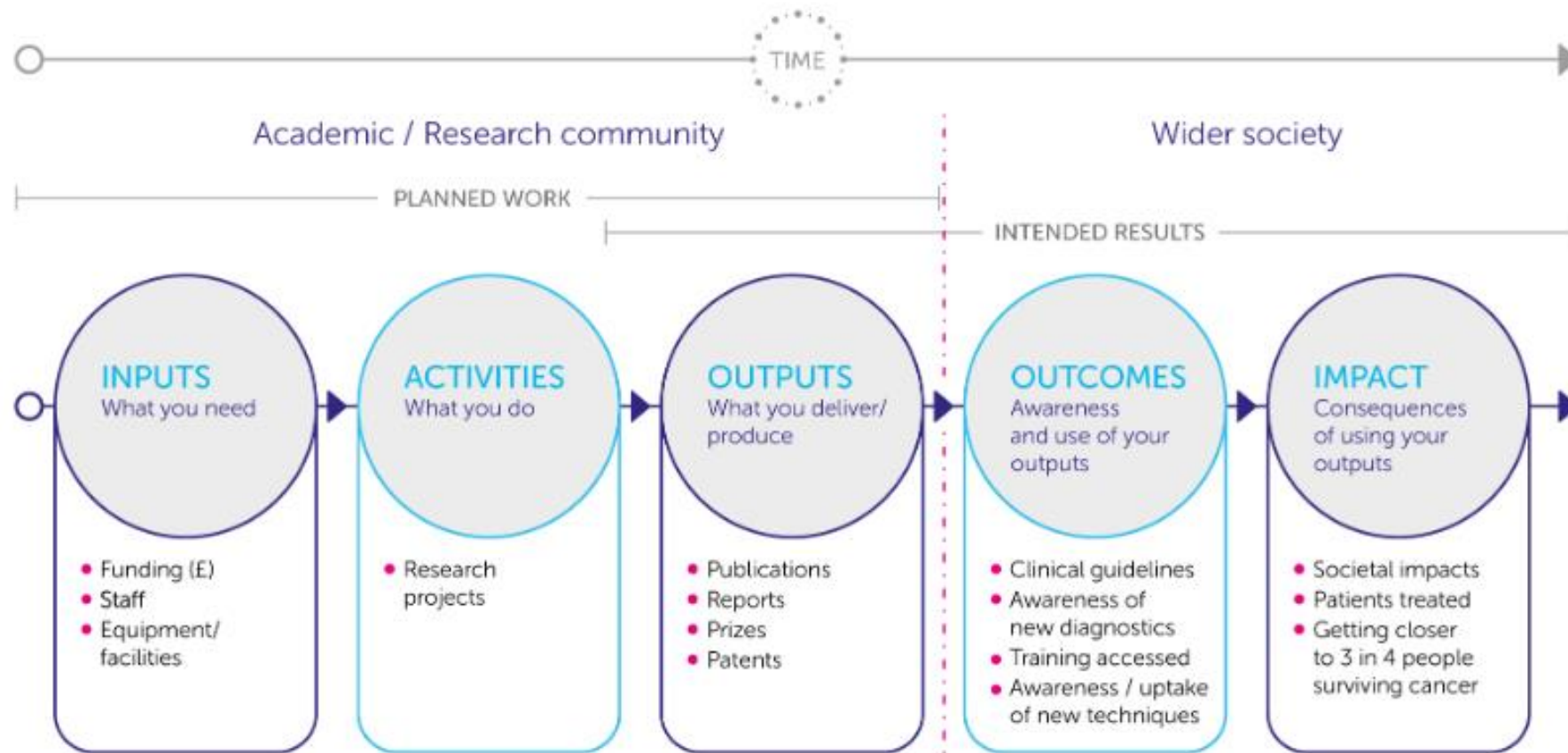
Logical Framework Matrix

Result chain		Indicators	Baseline	Target	Means of Verification	Assumptions
Impact		<i>Quantitative or qualitative variable that can verify changes relative to what was planned</i>	<i>The situation relative to the indicator prior to project implementation against which progress can be assessed</i>	<i>Level of performance relative to the indicator that the project is projected to accomplish in a given time period</i>	<i>The data sources or reporting mechanisms that specify how the indicator data will be collected</i>	
Outcome						
Output 1						
Activities 1.1...						
Output 2						
Activities 2.1...						

The theory of change of your project



Impact pathway



Attention

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- ❑ Logic of the logframe is established by drafting the proposal from top to bottom
- ❑ **MOST COMMON MISTAKE** IS TO START DESCRIBING ACTIVITIES FIRST

Steps Should Be Followed As:

- Define the overall objective
- Define the specific objectives
- Expected Results
- Activities

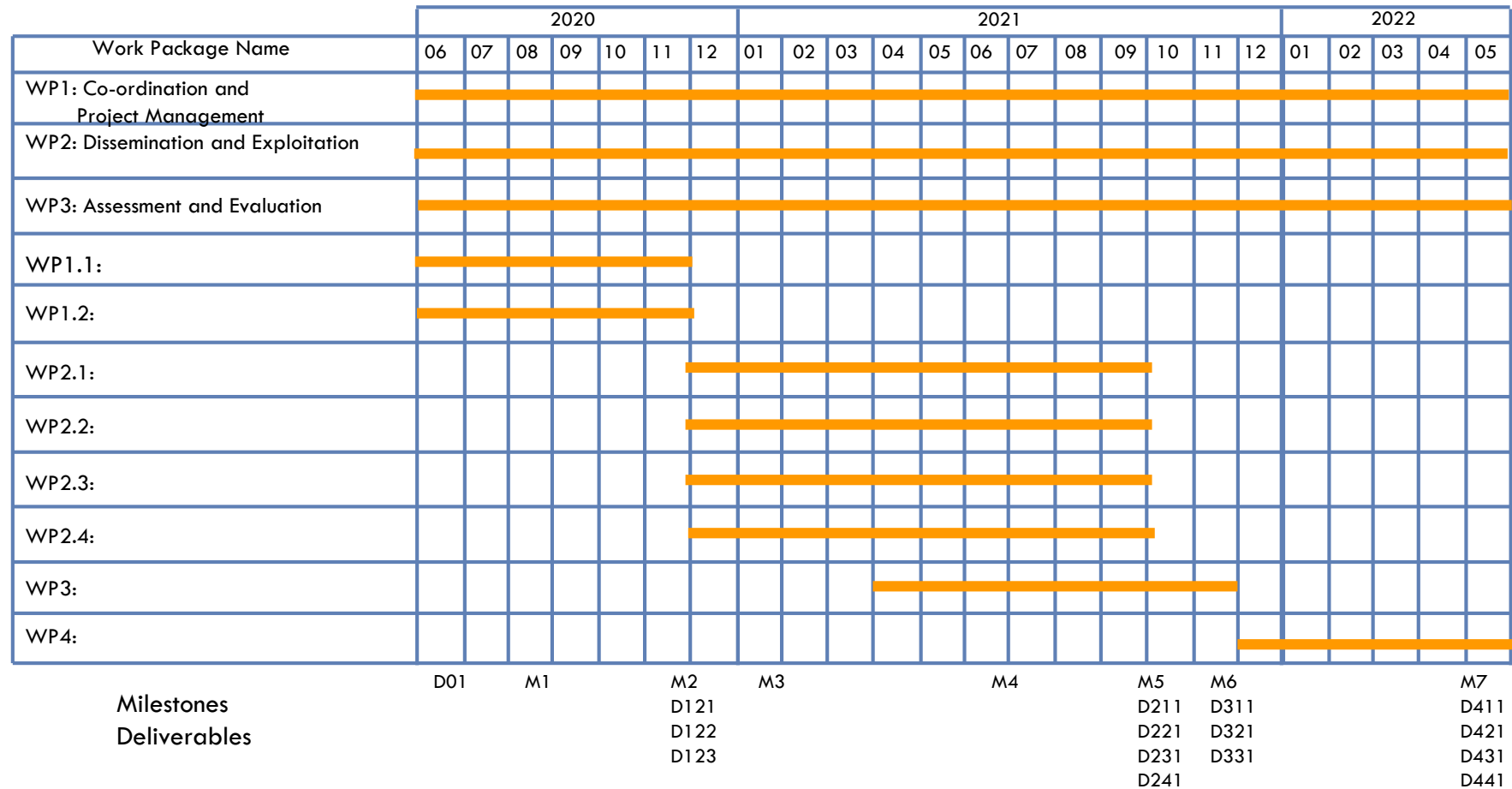
Exercise

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Example applied to PRIMA call 2019

2. Gantt Chart and Tasks Allocation

Gantt Chart – example



Work Packages - Task Allocation

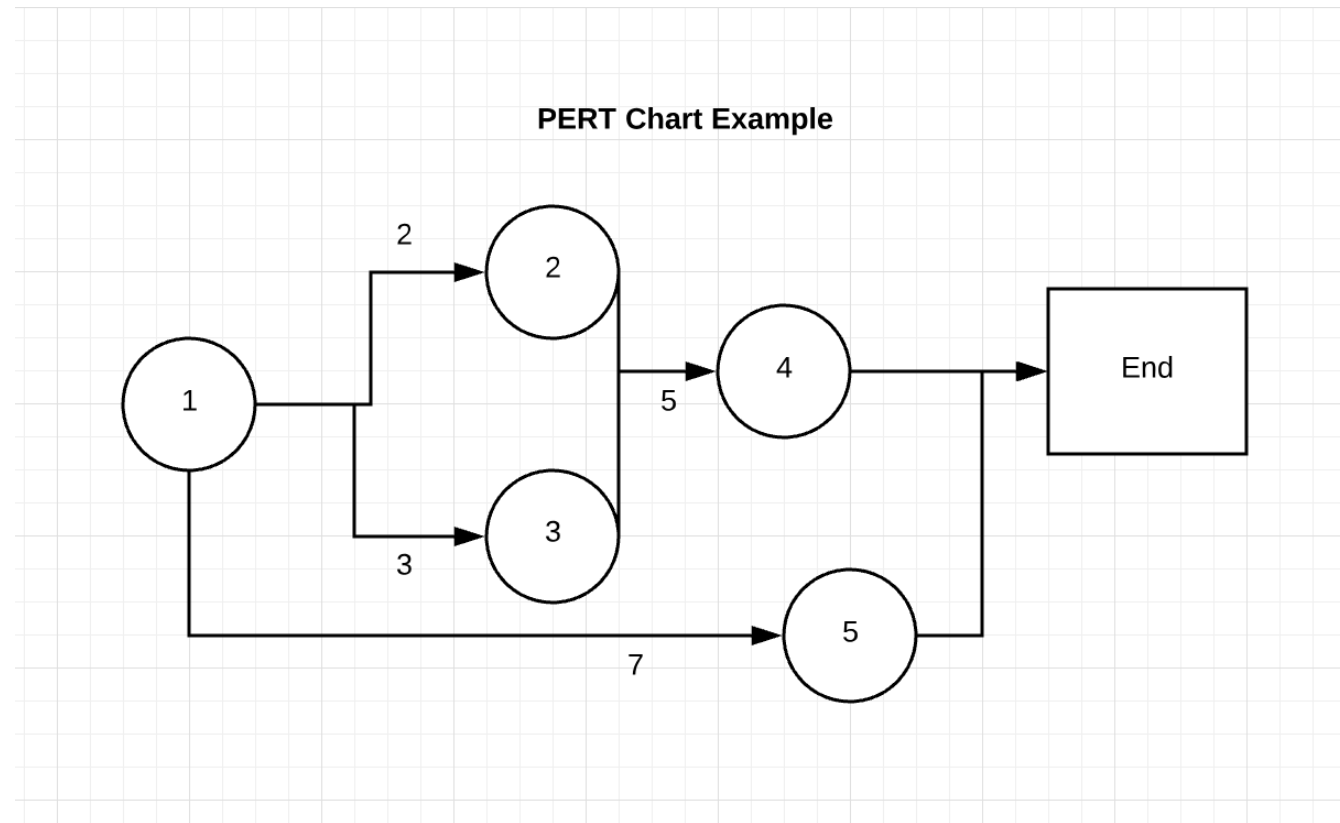
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WPs/ Leader	TASKS	Timeline	Resp. Partner	Deliverables
WP1:	Task 1.1 -	M1-M8		D1.1, D1.2, D1.3, D1.4, D1.5
	T1.2 -	M1-M7		
	T1.3 -	M8-M26		
WP2:	T2.1 -	M4-M5		D2.1, D2.2, D2.3, D2.4,
	T2.2 -	M4-M9		
	T2.3 -	M4-M9		
WP3:	T3.1 -	M10-M11		D3.1, D3.2, D3.3, D3.4, D3.5
	T3.2 -	M12-M18		

Work Packages - Task Allocation - PERT Diagram

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Program Evaluation Review Technique



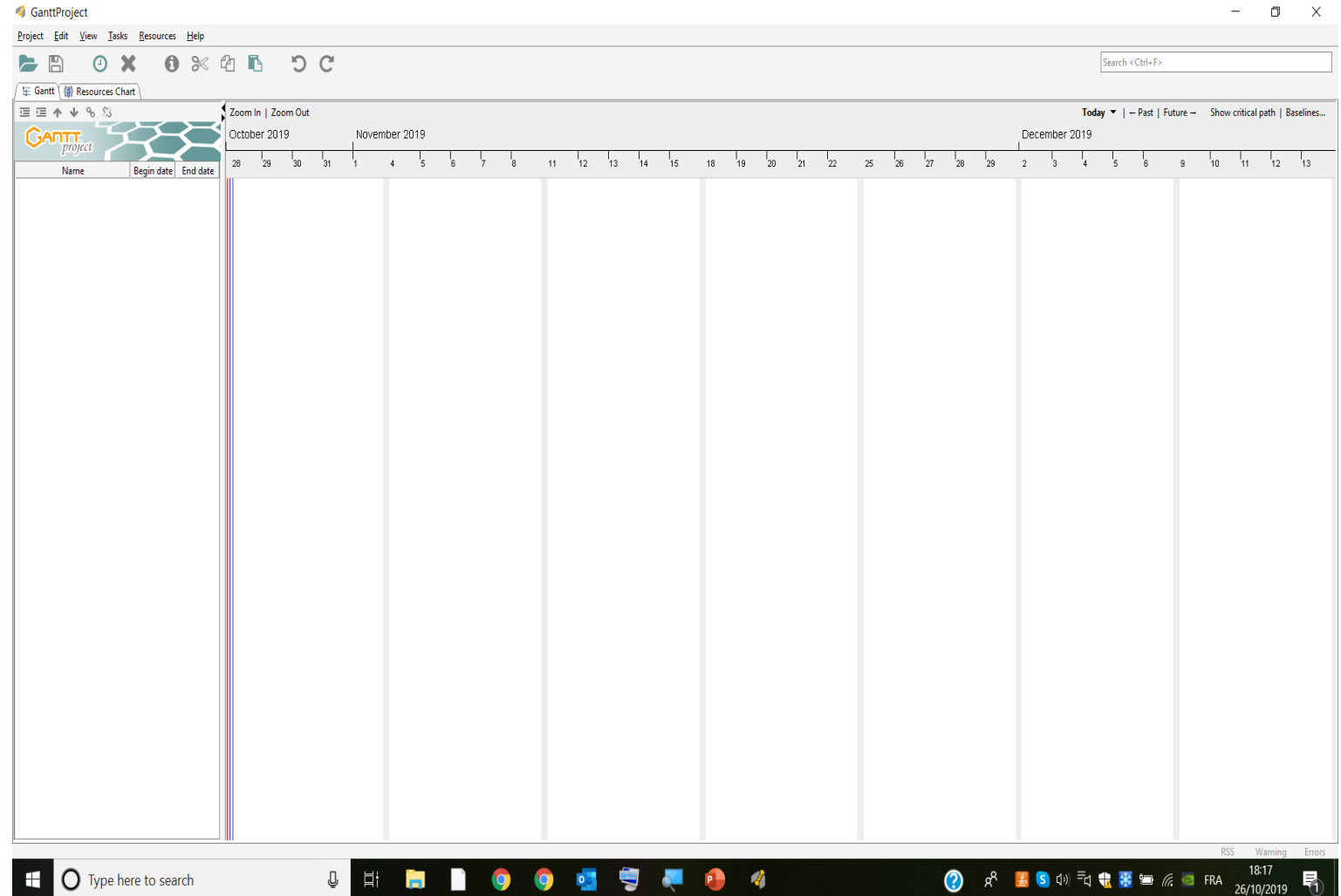
Making use of the Gantt Chart

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□ Working Groups

Use your first Data of the first exercise

□ Correction



3. I have an idea... How to frame my project?

So, you have an idea...

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- If you have an idea for a project, contact your organization local coordinating unit to discuss your idea and for help in identifying a funding opportunity. Check the website and communicate with your country focal points to get more information about the PRIMA programme.
- Start drafting a **brief description (1-2 project brief)** of your idea or project.
- Start developing your theory of change (Problems/**Needs**/Relevance, **Goal, Objective**, or ideas for **Activities**). This will change many times! But it is an important starting point to initiate discussions!

A. Project brief (1-2 Pages)

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Main Sections:

- **Suggested project title/ [Call Ref.# - Scenario 2]**
- **Background to the project**
 - Problem statement:
 - The idea/ suggested solution:
- **Expected results, target groups/ lead users**
- **Alignment to the Call priorities**
- **Phases of the work:** Divide your work into Work Packages.
- **Potential partners:** Define the needed expertise either from other department(s), national, or international level
- **Expected Budget: Currency:** (\$; €) **Duration:** X months
- **Key words:** Define 10 words relevant to your topic

B. Idea presentation (10-15 slides)

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- ✓ **Project title:** **cover page**, the most appropriate title representing your project.
- ✓ **Project objectives:** **(1 slide)** mention the objectives of the project. Use bullets.
- ✓ **Abstract/ Overview:** **(1-2 slides)** present your idea. This is the most important part of the presentation. Include a figure summarizing your project.
- ✓ **Project Description and Methodology:**
 - Problem Statement: **(1 slide)** the targeted problem and its impact (nationally and/ or internationally). Use charts, figures with references
 - Added value of the proposed project: **(1 slide)** describe the suggested solution, where is the innovation
 - Expected results: **(1 slide)** using Bullets is preferred. Include prospects of commercializing/and making use of the project results:
 - Scientific methodology: **(1 slide)** describe the methodology to be adopted
 - Description of work activities, deliverables: **(1-3 slides)** divide your works into Work Packages (PERT), timing (Gantt)
- ✓ **Qualification Needed:** **(1 slide)** Define the needed expertise either from other department(s), Egyptian organization(s), or on international level
- ✓ **References:** **(1 slide)** most important relevant publications/patents

Thank you



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