

SESSION 6: Plan effectively for a good research proposal

1. Logical Framework Matrix
2. Gantt Chart and Task Allocation
3. So, I have an idea... framing my project

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The PRIMA programme is an Art.185 initiative supported and funded under Horizon 2020, the European Union's Framework Programme for Research and Innovation.



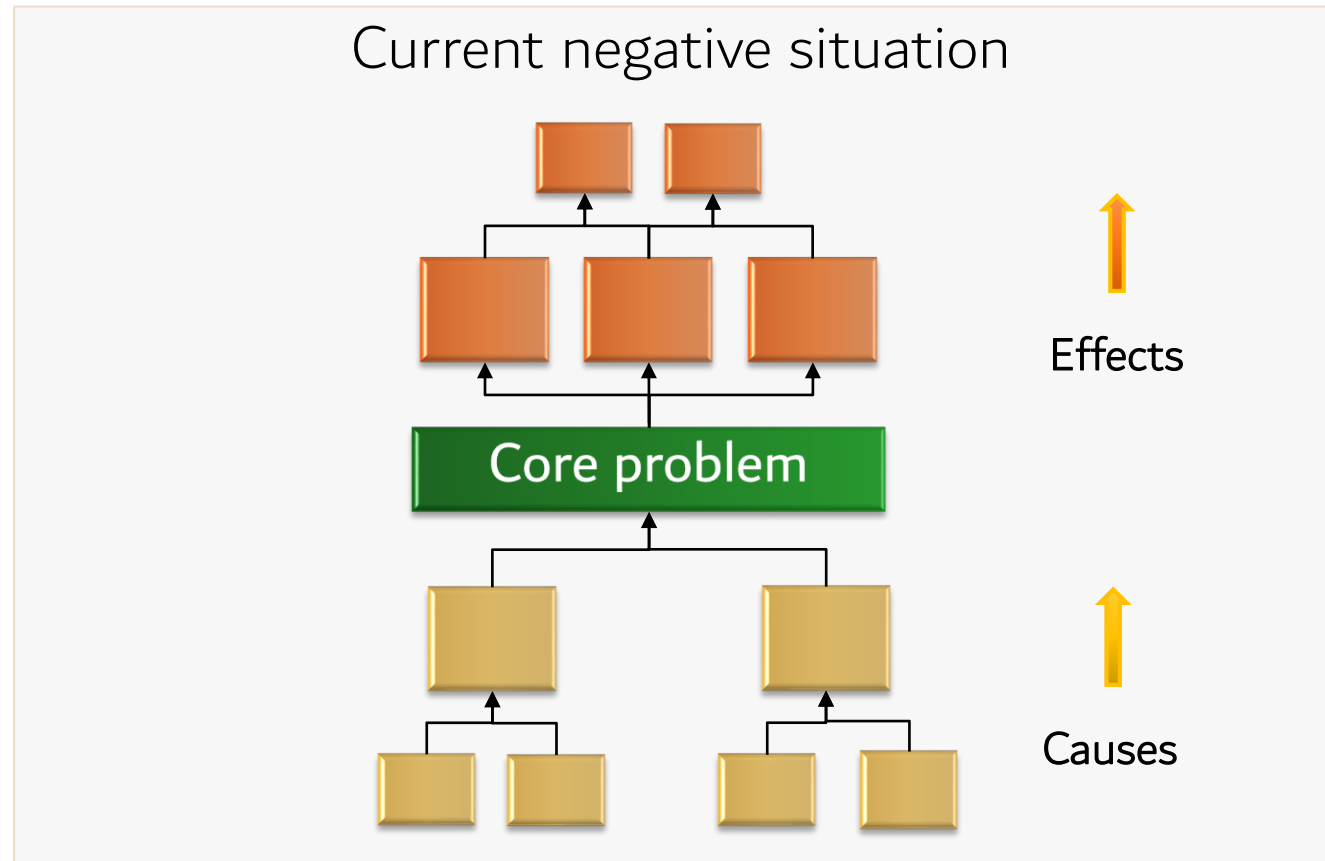
1. Logical Framework Matrix

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Problem analysis

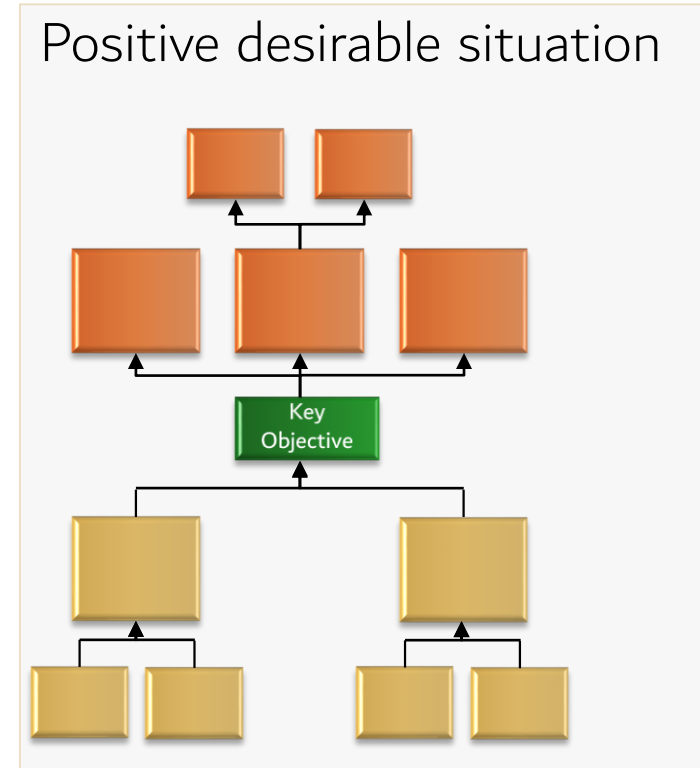
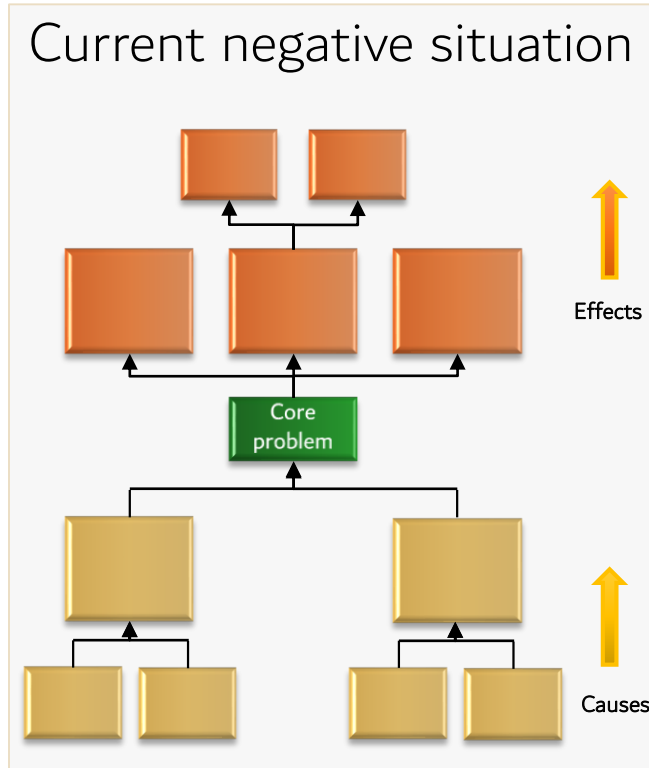
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Problem analysis



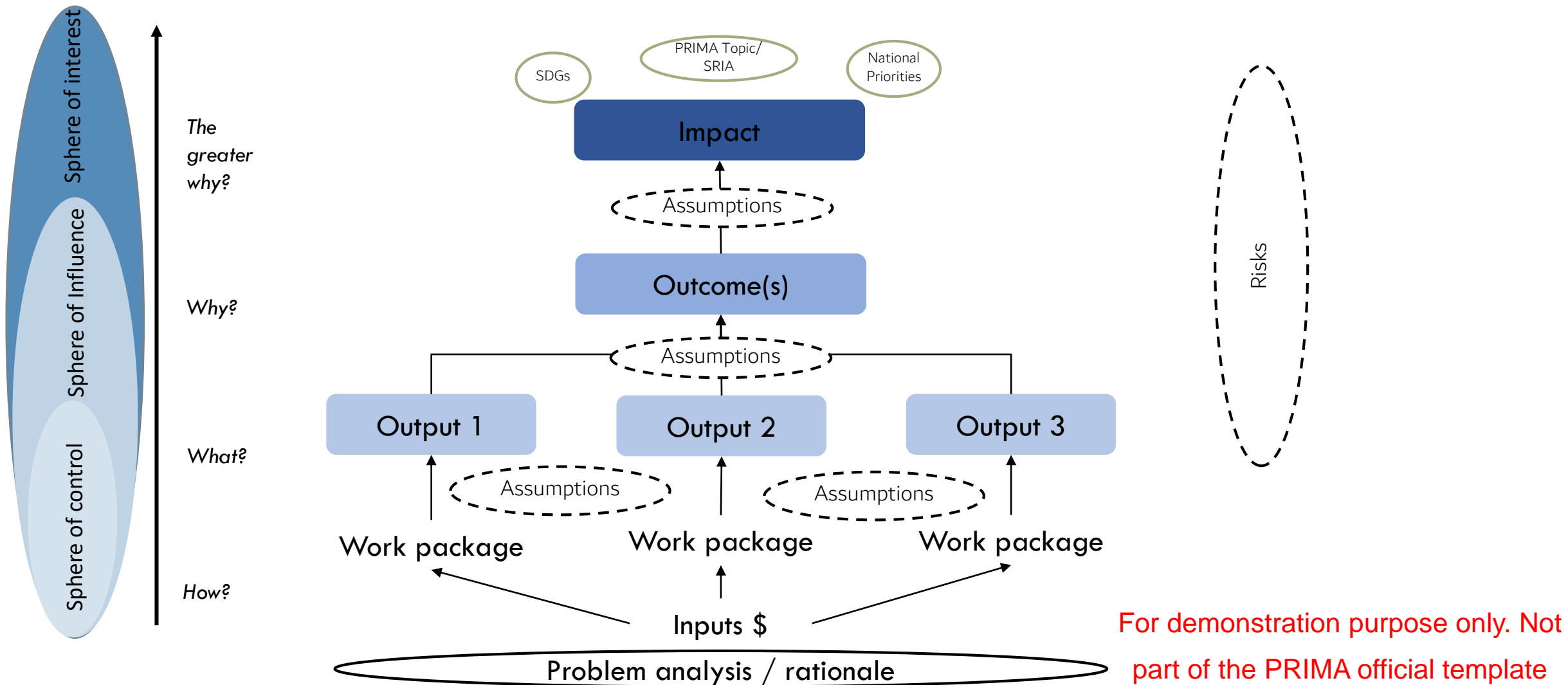
*Possible
impact and
indicators*

*Possible
outputs and
activities*

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The theory of change of your project



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Logical Framework Matrix

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

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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...						

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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...						

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2. Gantt Chart and Tasks Allocation

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What is a ‘Gantt Chart’?

Indicative action plan for implementing the action

Year 1													
	Half-year 1						Half-year 2						
Activity	1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
Example													Example
Preparation Activity 1 (title)													co-applicant and/or affiliated entity
Execution Activity 1 (title)													co-applicant and/or affiliated entity
Preparation Activity 2 (title)													co-applicant and/or affiliated entity
Etc.													

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What is a ‘Gantt Chart’?

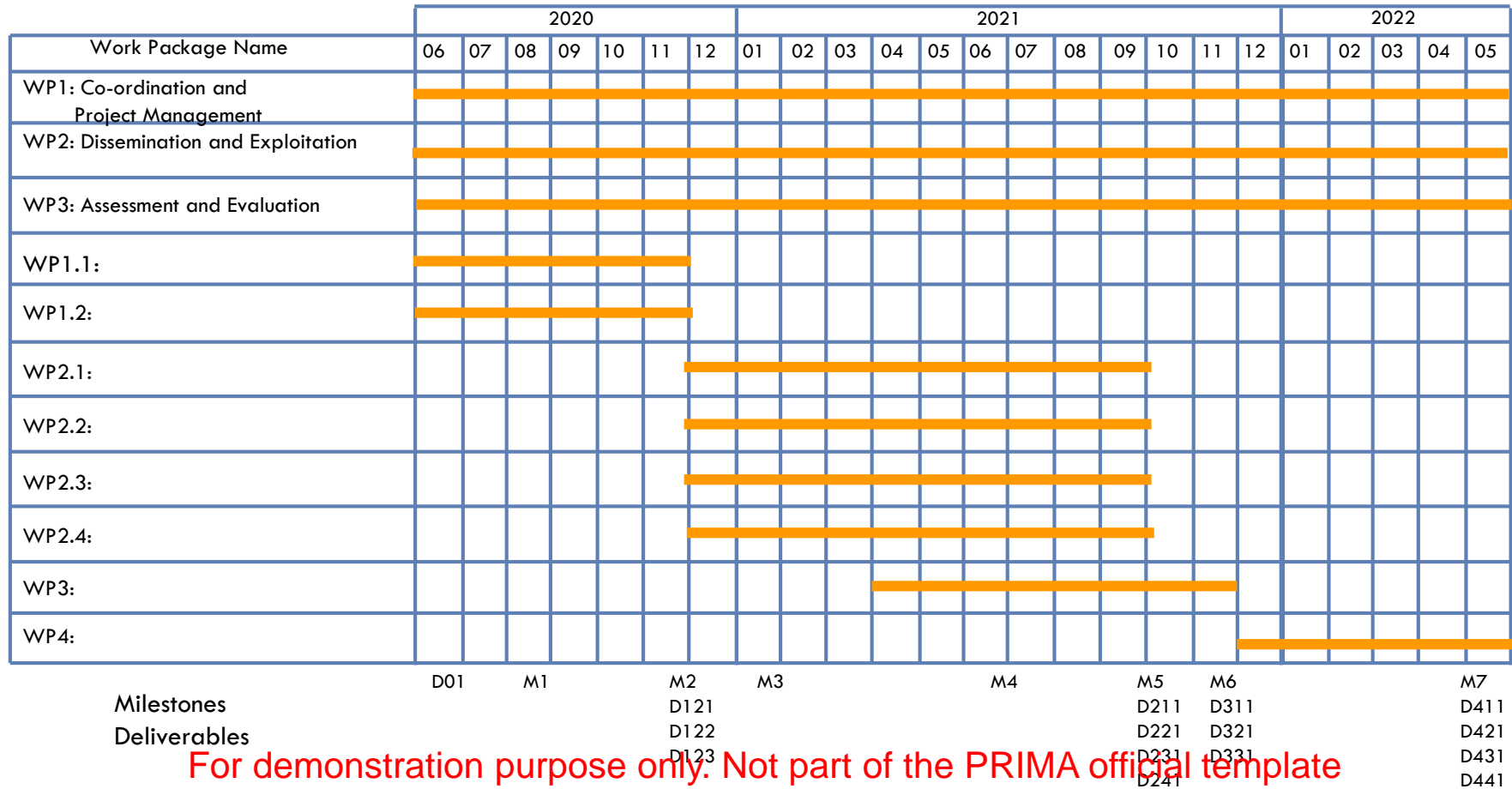
Indicative action plan for implementing the action (max 4 pages)

For the following years:									
Activity	Half-year 3	4	5	6	7	8	9	10	Implementing body
Example									Example
Execution Activity 1 (title)									co-applicant and/or affiliated entity
Execution Activity 2 (title)									co-applicant and/or affiliated entity
Preparation Activity 3 (title)									co-applicant and/or affiliated entity
Etc.									

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Gantt Chart – example



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Work Packages - Task Allocation

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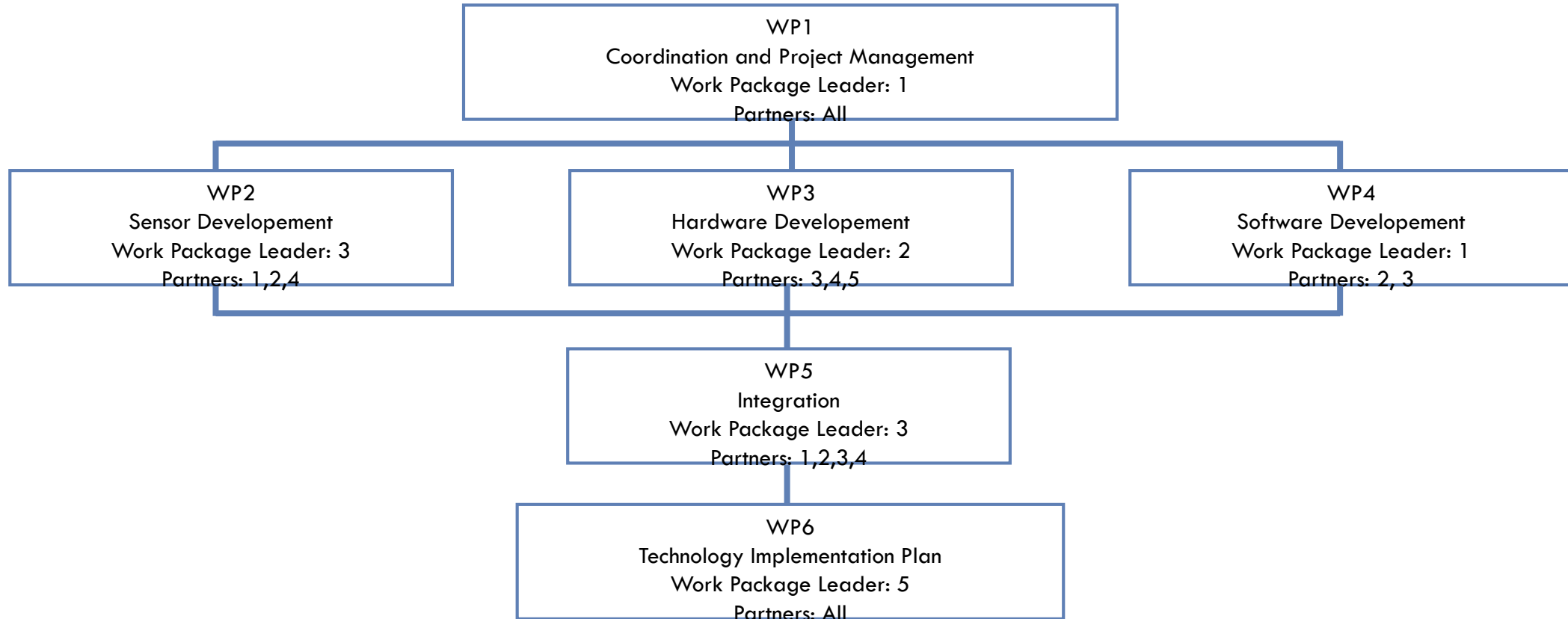
WPs/ Leader	TASKS	Timeline	Resp. Partner	Deliverables
WP1:	Task 1.1 -	M1-M8		D1.1, D1.2, D1.3, D1.4, D1.5
	T1.2 -	M1-M7		
	T1.3 -	M8-M26		
WP2:	T2.1 -	M4-M5		D2.1, D2.2, D2.3, D2.4,
	T2.2 -	M4-M9		
	T2.3 -	M4-M9		
WP3:	T3.1 -	M10-M11		D3.1, D3.2, D3.3, D3.4, D3.5
	T3.2 -	M12-M18		

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Work Packages - Task Allocation - PERT Diagram

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3. So, I have an idea... framing 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), Egyptian, 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

END OF SESSION SIX

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