

Continue

## One-Page Proposal Template

A tool for your Horizon 2020 idea

see <http://horizonbook.eu/resources/one-page-proposal-template/> for more information

**Title:**  
Try to find a descriptive title and an acronym.

**Contact:**  
Name, email, organisation and telephone.

**Proposal idea:**  
Description of the idea in no more than 3-5 sentences.

**Objectives:**  
What do you want to achieve with your idea?

**European Dimension:**  
Why should this be an EU/Horizon 2020 project?

**Results:**  
What concrete results will come out of your project?

**Users:**  
Who can and will use the results of your project?

**Impact:**  
What is possible once your project achieves its objectives and delivers its results?

**Tentative Horizon 2020 work programme, call, and funding scheme:**  
This is needed for partner organisations to evaluate the financial and organisational feasibility.

**Partners and roles:**  
Which functions and roles need to be filled?

**Budget and duration estimate:**  
Budget in the order of thousands or millions of Euro?

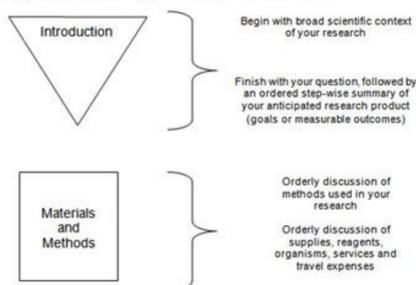
**Project duration** in months or years?

Learn to write better Horizon 2020 proposals: [www.horizonbook.eu](http://www.horizonbook.eu)



### Research Project Proposal Format

The research project proposal should contain each of the following sections in the order indicated. You should write sections 3-5 in active future tense (avoid passive voice, unless appropriate). This format allows you to produce the starting draft of the following sections of your research thesis.



**1. Title.** The title should include the student's name, the advisor's name, the project title, the course number, and the date. This should appear at the top of the first page of the document.

**2. Introduction Background, Significance of Research, and Hypothesis.** This section will include a short discussion of background and significance of research, noting previous experimental results reported in peer-reviewed journals. This discussion should display a development of thought leading up to the hypothesis or statement of purpose. Development of thought should guide the reader from an understanding of the general topic of your research to the significance of your specific project. You may include some figures in this section to facilitate communication of the information provided. This section includes a statement of the hypothesis, along with the anticipated research product (key questions with measurable outcomes). If you are developing a method, then this section should include a statement of purpose, with the anticipated research product (key questions with measurable outcomes) to prove development of an analytical method.

#### RELEVANT UNIVERSE OF RESPONDENTS

Invariably, when surveying customers and prospective customers, you must obtain a list of relevant firms or people from which to sample. The lists may be derived from professional association directories, area phone directories, lists arranged by SIC code, purchased mailing lists, lists already assembled by you, etc. Specify in the RFP what you already have available; if you do have lists, how many people or organizations are on the list, and do they have working phone numbers and current addresses? Proposals you receive should detail what lists will be used and any associated costs.

A list will have to be significantly larger than the intended sample size given refusals to participate, vacation and travel schedules, etc. For example, in order to complete a sample size of 100 quickly, you might need a list of 400 to 500 or more names.

#### ANALYSIS AND REPORTING

How will the information be analyzed, summarized, and reported? Do you or does your organization have any preferred means of reporting formats? Should graphics be provided to facilitate understanding? Should reports contain recommendations based on the findings? Should the research supplier be available to make presentations to interested parties in your organization?

#### TIME FRAME

By what date will you require the findings of the research? Will the research supplier require four weeks or four months to complete the work? Will top-line findings be available prior to detailed analysis and reporting?

#### CONFIDENTIALITY

Can the research supplier guarantee that all discussions, materials, and findings will be held in confidence? This is especially critical in cases of new product feasibility studies, particularly in the industrial sector with long product development/introduction cycles.

#### PROJECT TEAM EXPERIENCE

Request information on who specifically will be involved in your project. What relevant experience and credentials do they have?

#### REFERENCES

Relevant references provide the most valuable input in evaluating any professional service, including market research firms. Request references not only for the firm, but for the individuals to be working on your project. Ask the references about their satisfaction with both the working relationship, and with the final product.

## Project Concept Note

<b>Project Name:</b>	
<b>Proponent:</b>	
<b>Sector:</b>	

### A. About the Project

#### Project Historical Background

This section provides the milestones in project development and processing. Prior studies (and related studies) and their recommendations should be indicated including highlights of decisions and actions taken, if any, on said recommendations.

This section should also indicate if a parallel study/transaction advisory services is being conducted for the project, including details of the same such as the milestones achieved and latest status of the study, consultant/transaction advisor engaged and its scope of services.

This section should also discuss whether unsolicited proposals were received previously for the project, and the action taken by the implementing agency (IA) in relation thereof.

This section should also indicate difficulties encountered and/or issues raised in the development of the project.

#### Rationale of the Project

This section should discuss alignment/consistency of the project with the Philippine Development Plan (PDP) and its inclusion in the priority government infrastructure programs (e.g. Medium-Term Public Investment Program [MTPIP], Comprehensive and Integrated Infrastructure Program [CIIP], Regional Development Investment Program [RDIP], Provincial Development Investment Program [PDIP], Local Development Investment Program [LDIP]).

This section should also establish the need for the project. This section should discuss how the project attains sectoral objectives and/or addresses gaps, based on sector master plan, if any, and the identified linkages with other projects and/or programs.

This section also provides the justification for the site selected and likely impacts/s.

#### Brief Description

This section presents the output/s of the project being proposed for PDMF support, including the activities required. If available, this section also presents a brief description of major components.

**Qualitative Research Report**  
Pre-proposal Form - A-DV-1508

**Introduction**

The purpose of the qualitative research report is to give students an opportunity to apply their knowledge and writing skills to planning and executing qualitative research projects. In following the research directions identified in the position statement at the end of Part 1, research teams will conduct qualitative research in an effort to understand the values, secondary research findings and 2) to generate insights that can be used to guide recommendations for additional qualitative research.

**Project Objectives**

Teams are required to conduct one focus group and one focus group to explore the information needs from the perspective of potential research users. **RESEARCH GOALS** and **RESEARCH OBJECTIVES** are provided. **RESEARCH GOALS** are the broad, general goals of the project, while **RESEARCH OBJECTIVES** are the specific, measurable goals of the project. The individuals involved in the project should be selected from a pool of college students between the ages of 18 and 24 that meet a clearly specified characteristic of the proposed target market.

Each team will conduct one focus group consisting of three or four participants in general elements of the team's discussion guide. The results from the focus group will be used to inform the research team's response to creating a list of focus groups of six to 10 participants (selected from those who participated in the focus group). When conducting the focus groups, you are allowed to use audiotape, videotape, or both as long as the participants are made aware of their device in advance.

**A. The Research Proposal: Due on Thursday, February 28, 2008**

Each team is required to submit its research plan in the form of a research proposal (see attached template). The proposal is an official document to the client that outlines the research team's plan for sampling, recruiting, collecting primary data, analysis, and reporting. Among the details that should be included in the research proposal are: 1) the marketing problem with background context of the situation, 2) the research problem or question, 3) the conceptual method that will be implemented for data collection, 4) an explanation of participant sampling criteria, 5) how participants will be recruited, 6) the recruitment or search instruments, and 7) a proposal timetable for the research process (from recruiting to reporting).

With the exception on the proposal attachments reference on individual proposals should represent individual effort. Please note, significant portions of the team's work should not be "done" from the team effort and submitted as one's own work without appropriate citation, even if the work represents the individual's specific contribution to a previous component of the project. Proposed content will be based on individual proposals. The due date for research proposals is **Thursday, February 28**.

The following attachments are required for the proposal submission should reflect the team's collaborative work. These attachments are listed below:

- a research proposal
- an interview schedule
- a discussion or interview guide, or both as long as the participants are made aware of their device in advance.

**B. The Research Report: Due on Thursday, March 20, 2008**

After the focus groups are completed, the team will need to develop written narrative of the focus group discussion prior to analyzing the results. The findings should emerge to confirm the importance or take identified in position statement at the conclusion of Part 1. Qualitative

50-300 words. Page breaks to spacing, referencing, numbering of the pages and other requirements are fulfilled with the design of the research proposal template. A good way of presenting a literature review coherently is in the form of a narrative, which can either be chronological or thematic. Example There has been a amount of previous academic research in this field. Proposed Timescale Approx 50-300 words. Don't forget to mention the purpose of the study bcp.org Dedicate separate cells on an excel sheet to create a Free Research Proposal Budget Excel Download mentioning the list of items required, describing its need and the approximate price for each of them. You will want to mention, and where appropriate quote from, key works in your area. This summarises the central theme of your research. If there is no preferred format, keep it simple and clear, and use a 'serif' font that is easily legible. Example < Name / student number > 1. You may also Like Project Proposal Templates 18+ Research Proposal Templates - Download Now Adobe PDF, Microsoft Word (DOC), Google Docs, Apple (MAC) Pages 203+ Word Proposal Templates 203+ Simple Proposal Templates Research Proposal Template Details File Format Size: A4, US Download Marketing Research Proposal Template Details File Format Size: A4, US Download Nursing Research Proposal Template Details File Format Size: A4, US Download One Page Research Proposal Template Details File Format Size: A4, US Download Market Research Proposal Template Details File Format Size: US, A4 Download Printable Business Proposal Word Template Details File Format Size: US, A4 Download Sample Editable Proposal Template in iPages Details File Format Size: US, A4 Download Proposal Outline Template to Edit Details File Format Size: A4, US Download In Free PHD Medical Research Proposal Word Download, mention the name, thesis title, approximate duration, purpose of the study, date of submission, literature review in discrete language along with the explanation of research designing. Also include the project title, college name, duration of the research work. Will you need to travel? State whether you will plan to use different methods of data collection, and if so what they will be. Do you have the necessary skills and qualifications to undertake your research (for instance foreign languages, statistical analysis, laboratory training, etc)? You need to explain, clearly and simply, how your research will complement the field you have just described in your literature review: what you will add, how it fills an existing gap, why the academic world would benefit from your research, etc. 6. Key Assertions/Objectives One sentence for each question/assertion. The abstract needs to be entirely your own words, as every abstract will be completely different depending on your topic. How and where? 2.1 2.2 2.2.1 2.2.2 Approx. For this, try to use concise and clipped language, which is academic without being over-wordy and verbose. A good title structure can often be "Short Title: Longer Explanation of Your Field". stc.ucdavis.edu Action Research Proposal Word Download announces the plan of action for the students in details. It is surprisingly important, as it shows that you can recognise the limited scale of your work. It demonstrates that you know your field, who the key research players are in it, what has been said in the past and what is being said at the moment. Computer knowledge is adequate to make the template. Methodology of the research, usage of the Proposal Templates and presentation should be mentioned in crisp and clear. If you have a predicted start date, you can begin with this and work towards a proposed end date. > The reference list should always begin on a new page. You can download the paper by clicking the button above. Will you be researching in libraries and archives? This is where you sell your research proposal to the reader. Is.usda.gov chemerg.com lib.montana.edu Effective solutions are also provided with ethical consideration. There are a wide variety of different referencing conventions so it is important to make sure you find the correct one and are consistent. This will make doing your research proposal and future research a lot easier. You do not, however, need to include work that you have read in preparation but not used or mentioned in your work. If not, what are your plans to acquire these skills (note: many postgraduate institutions offer considerable support in the acquisition of new skills necessary to perform research, but this will need discussing at the proposal stage)? Approx. Put them in bold, like this. Either way, your proposal will need a full reference list or bibliography at the end, including all of the secondary works you have mentioned in your literature review and primary sources (if applicable). Also remember to lay out your reference list in alphabetical order by author's surname. [Researcher] Signature MM / DD / YYYY Like the rest of the document, apart from block quotations, it should be double-spaced and laid out clearly. Depending on the length of your research proposal, you may wish to include a contents page for the proposal itself (not for your main research project: suggested contents for this is included in your Proposed Chapter Outline, section 9), as follows (add page numbers / subsections when you know them, depending on your research). Students find it extremely beneficial when they try to indulge in research template. It also will help you to know the scale of your work in the preliminary stages of planning, and help you to have realistic expectations of yourself. Example I predict that this research project will take months / years. Before you start writing, make sure you know what the convention for your subject area is, learn it and stick to it. I will outline how the understanding of has developed over the last years. I will outline the major themes that are of relevance in this field, and go through them each in turn: • Length varies, but probably similar length to literature review. 11. End with a final count of months. Make sure this is correctly formatted: plenty of style guides for each referencing style are available online. This section is optional, but may be helpful to show your potential supervisors that you are being realistic and recognise that your project has limits. Will you be using qualitative or quantitative collection of data? Research Methods Approx. Make a surprise beginning, perhaps a quote from someone who inspires you on this topic, and show your knowledge of the research area (include if you like your previous research experience in this field: you can afford to be personal in this section) and why it is relevant to today's world. 4. Literature Review Length can vary immensely, but probably 300-1500 words or more, depending on the nature of your research. Once you have collected your data, what do you plan to do with it? Will your research involve extensive field-work? This will vary hugely depending on your subject. The students strive to make their contribution useful by stating the background and the probable problems associated with it. 50-1000 words depending on the nature of your research. A good way of making your research aim clear is to state a clear research question, and back it up with 2-4 specific assertions or objectives. Example My central research question is as follows: In the light of this, I will make the following observations / assertions: 7. Depending on your subject, your referencing may involve in-text citations or footnotes. This is where you explain how and where you plan to carry out your research. I propose a rough timescale, as follows:



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