

TOOLKIT WP 3



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UNIVERSITÀ DI BOLOGNA



**Effective project writing and management in Asian Universities
University of Yangon and University of Bologna**

**TOOLKIT Kick-off Meeting,
Bologna 8th-10th April 2019**



Erasmus+

OUTLINE

- Rationale of WP3
- The experience of University of Bologna
- WP3 description

Rationale of WP3

MAIN CHALLENGES FOR INTERNATIONALISATION

According to your presentations and your surveys, it seems that the major challenges concerning the internationalization are:

- Inadequate human resources for international relations offices
- Language skills and expertise of IRO staff and academic staff
- Limited facilities to welcome exchange students and visiting professors
- Constraints on recognition of exchange periods (credit transfer)

Financial constraints

FINANCIAL RESOURCES FOR INTERNATIONALIZATION

- University own resources
- Support from local government, ministries
- Fund raising
- Others?

International donors



INTERNATIONAL DONORS: WHO ARE THEY?



European
union



International
organisations



Bilateral
cooperation
agencies



Private
foundations



Others??



WHAT SCHEMES/ACTIONS DO THEY SUPPORT?



Mobilities at all levels (institution-based exchanges or individual opportunities)



Projects focused on joint research, surveys, feasibility studies



Projects enhancing university management or specific university services



Projects aimed at restructuring and internationalizing curricula



Projects increasing capacity of local academic and administrative staff in any field



Projects contributing to societal needs, engagement or development policies



Projects strengthening university facilities such as labs and or empowering technical capacity



Projects focused on knowledge transfer services

WHICH ITEMS/RESOURCES DO THEY FUND?



Scholarships and fellowships

Staff costs

Travel and per diems (both for going aboard and to host international staff)

Equipment (including labs furniture)

Consumable goods

Joint publications

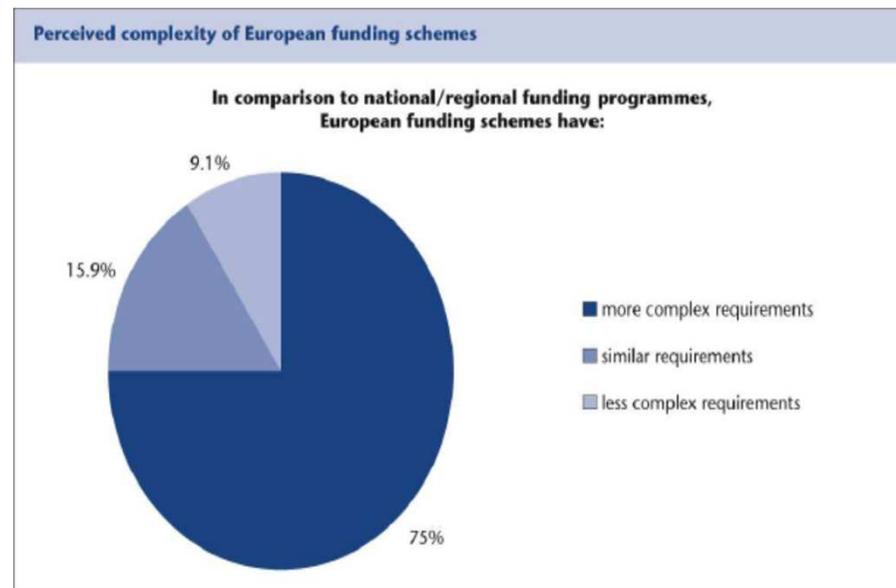
Consultancy and external services

overheads

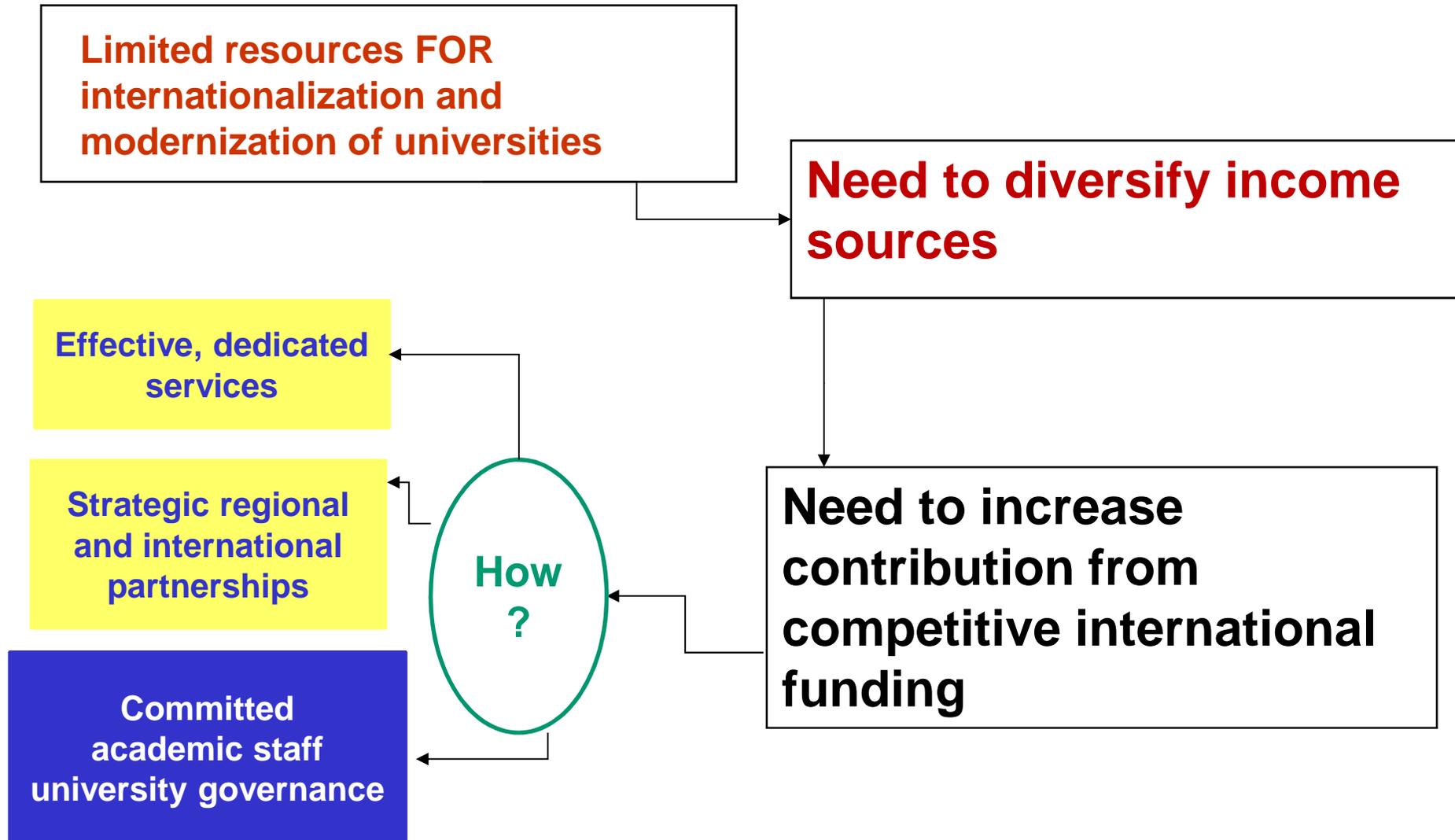
BUT IS EVERYTHING SO EASY?

At least three main challenges:

1. Being aware and familiar with all the **opportunities and tools** and **being able to write successful proposals**
2. Being selected under **competitive** basis
3. Once selected, properly **managing project activities and fundings**



TO SUMMARISE: FROM LIMITED RESOURCES FOR INTERNATIONALISATION TO INTERNATIONAL FUNDING



The experience of University of Bologna

UNIBO STRATEGIC CHOICES ON COMPETITIVE INTERNATIONAL FUNDING

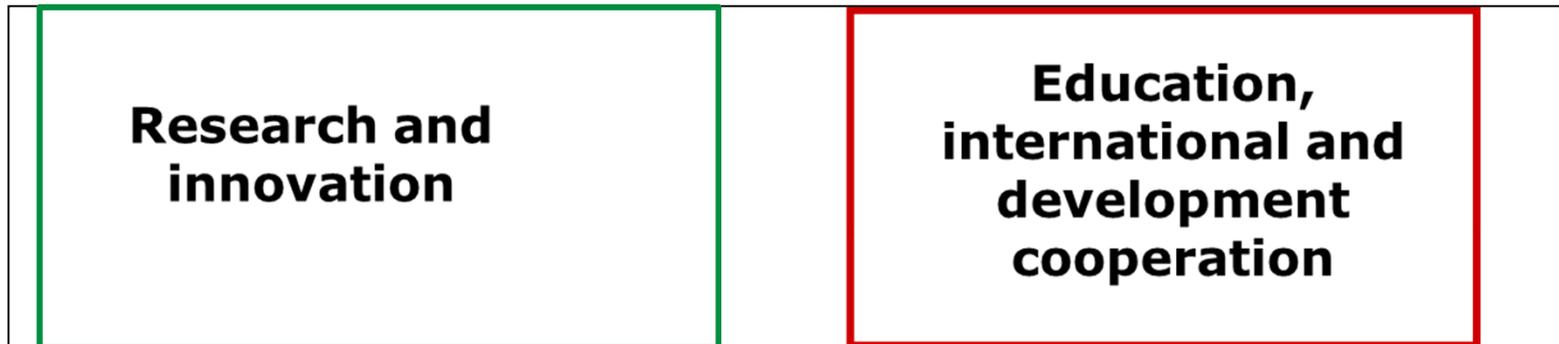
- Up until 15 years ago, UNIBO did not have a clear policy on international (EU) project proposals and management
- Projects were drafted directly by professors, eventually with the support of young assistants or external consultants
- The university administration only provided support in giving general information about internal procedures and collecting signatures
- Surprisingly, UNIBO had some good results but only thanks to extemporary factors or mainly to the capacity of single individuals and departments



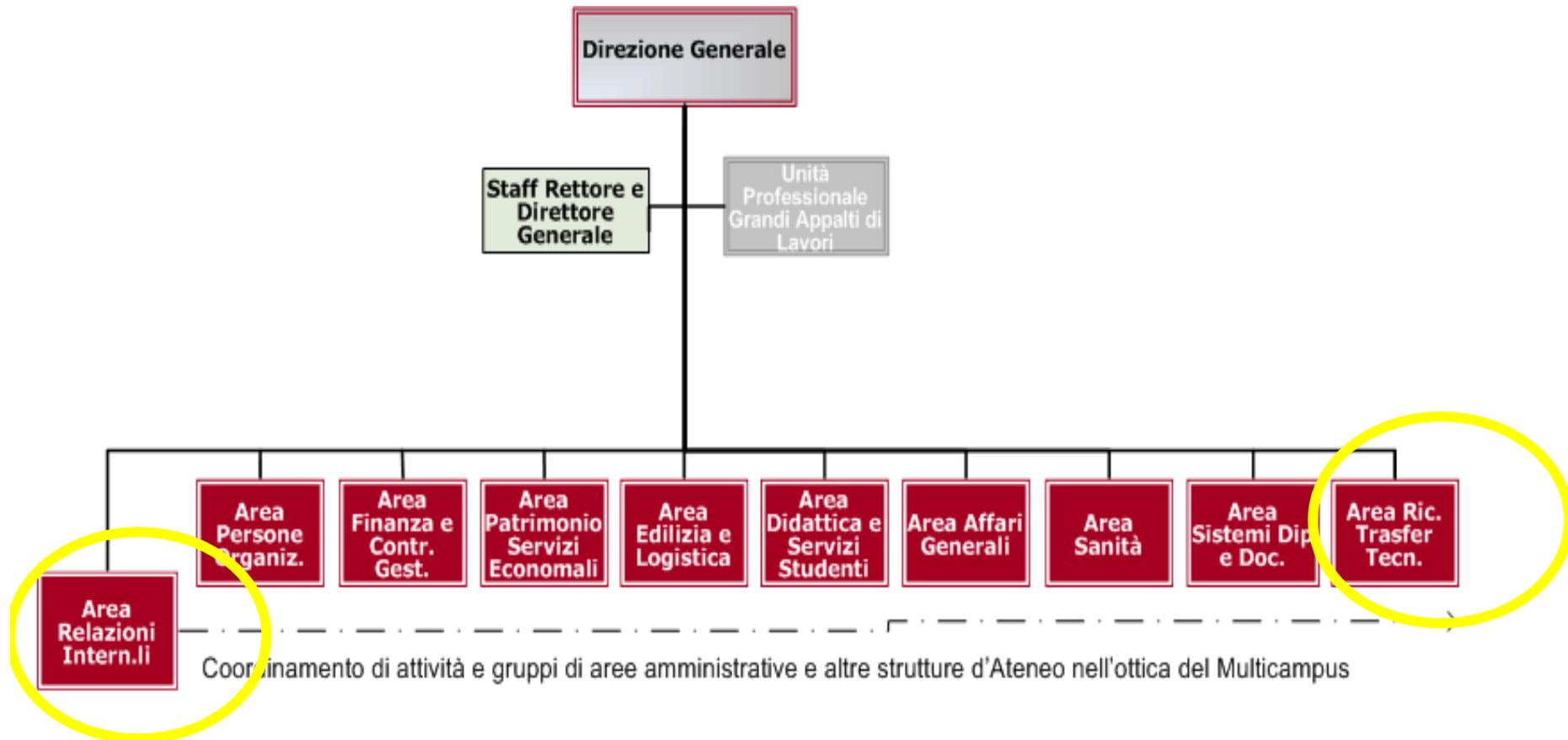
UNIBO STRATEGIC CHOICES ON COMPETITIVE INTERNATIONAL FUNDING

15 years ago UNIBO took some strategic decisions to increase its capacity in attaining international funds via competitive calls

The first one was to identify two different areas of interest



UNIBO STRATEGIC CHOICES ON COMPETITIVE INTERNATIONAL FUNDING



Both office units had dedicated staff and implemented a number of specific supporting services

UNIBO SERVICES FOR INTERNATIONAL FUNDING IN BRIEF

- Identification of funding programs and relevant calls
- Organization of promotional events for the academic community
- Organization of training sessions for researchers and professors
- Support services during project writing phase:
 - Identification of needs, activities and action plans
 - Periodical meetings to address the main points of the proposal
 - Administrative procedures to submit proposals
 - Transversal work packages and budget
- Support during the negotiation phase and for project management

WP3 DESCRIPTION

WP 3 : OBJECTIVES

ENANCHING CAPACITY IN WRITING AND MANAGING INTERNATIONAL EDUCATIONAL PROJECTS



DEVELOPING TOOLS AND PROCEDURES TO STREAMLINE PROJECT DRAFTING AND MANAGEMENT



RISING AWARENESS OF THE POTENTIAL OF INTERNATIONAL PROJECTS IN:

- modernization of university management, services,
- improvement /internationalization of academic offering
- university international networking

METHODOLOGY

WP is structured on “train the trainers” format

Phase 1 trainings at University of Bologna

Phase 2 workshop at each partner institution

Phase 3 cascade training at national level engaging
institutions that are not project partners

TRAIN THE TRAINERS: UNIVERSITY OF BOLOGNA

TO WHOM

- 2 PEOPLE FROM EACH UNIVERSITY
- STAFF WORKING IN THE INTERNATIONAL RELATIONS OFFICE
- UNIVERSITY DELEGATES FOR INTERNATIONAL RELATIONS

HOW

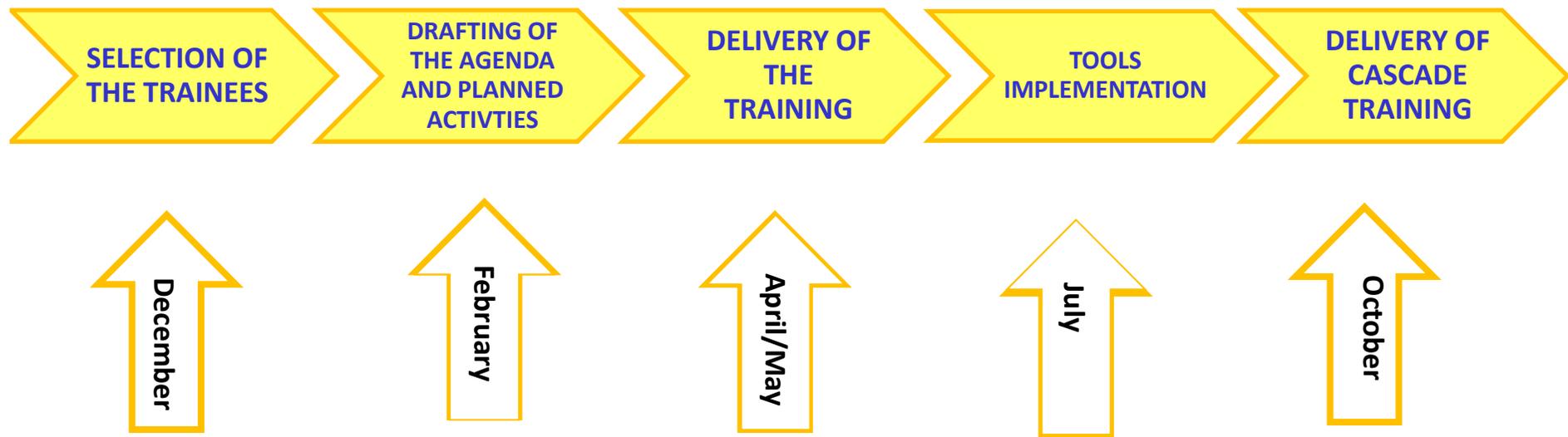
- CONTENT, MATERIAL AND AIMS FINE-TUNED WITH THE OUTCOMES OF THE NEEDS ANALYSIS.
- SHARING OF BEST PRACTICES
- CASE STUDIES

WHEN

2 TRAININGS DURING THE SECOND YEAR

WORKFLOW

From November 2019 to November 2020



PROJECT WRITING: TRAINING TOPICS

To write a successful project one needs a set of competences and specific expertise

- How to read instructions and guidelines of international calls for application
- How to strategize your participation to international projects (relying on your strengths and addressing your needs)
- How to promote international opportunities within your institution
- How to build a successful project consortium (finding and engaging reliable, complementary partners)
- How to design a sound logical framework
- How to write transversal work-packages
- How to design the activities of the development work-packages
- How to draft the project budget

PROJECT MANAGEMENT: TRAINING TOPICS

Coordinating a project is a complex task which arises different issues and calls for specific expertise

Establishing a stable project team

Supporting partners in issues related to the project activities, budget, regulations

Project reporting

Effective communication with project partners

Coordinating and monitoring the project activities

Assuring university ownership

Assessing project outcomes

AFTER THE TRAININGS

WHAT ARE THE EXPECTED OUTCOMES?

- Staff from Asian partners have acquired expertise in the projects design and management.
- There is an institutional awareness about the potential that International funding programs have in addressing the financial constrains hindering the process of modernization and internationalization.
- Asian partners can start designing a set of guidelines, procedures and sustainable services to support their departments in submitting project proposals and in managing grants awarded

DISSEMINATION

Why CASCADE TRAININGS?

- To amplify the impact on a regional level
- To build up a shared culture about internationalization/International funded projects
- To foster networking and participation to international calls as university consortia
- To encourage exchange of best practices, expertise and
- To identify complementarities when designing project proposals
- To jointly advocate for ministry/ government support towards internationalization

TOOLKIT KICK OFF MEETING

Thank you !!