

# Practical-Oriented Training for New Researchers in

# Togo 2021

May 10  
to

May 28

July 5  
to

July 8

July  
to

October

November 22  
to

November 26

Online Self-Study  
Course  
Section 1

Remote Seminar I  
Section 2

Trainer Guided  
E-Learning  
Section 3

On-Site Seminar II  
Section 4

DIES

PROGRANT

# DIES ProGRANT in Togo: Practical-Oriented Training for New Researchers

On behalf of the German Academic Exchange Service (DAAD) the DIES ProGRANT Coordination Center at the University of Cologne and a local partner are organizing the training course:\*

## ProGRANT Proposal Writing for Research Grants:

Practical-Oriented  
Trainings for  
New Researchers

### Application Period:

December 4th, 2020 -  
March 15th, 2021

### Remote Seminar I

July 5th - July 8th,  
2021, via Zoom

### Online Self-Study:

May 10th -  
May 28th, 2021

### E-Learning Module

July - October 2021

### On-Site Seminar II

November 22nd -  
November 26th,  
2021, Togo

## Course Description

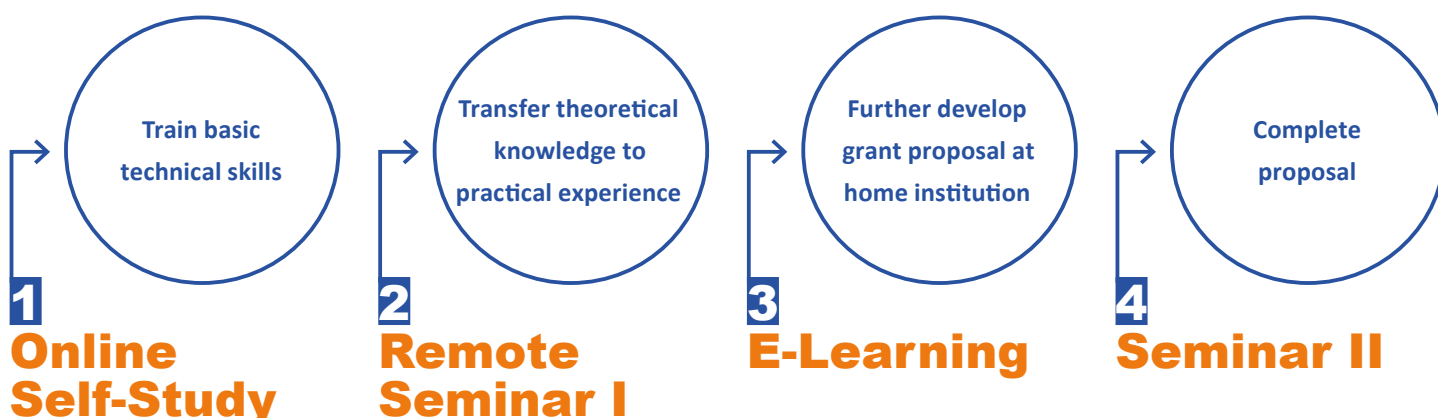
The course is part of the DIES (Dialogue on Innovative Higher Education Strategies) program which is jointly coordinated by the German Academic Exchange Service (DAAD) and German Rectors' Conference (HRK) and financed by the German Federal Ministry for Economic Development and Cooperation (BMZ). The aim of DIES ProGRANT is to train younger researchers and young PhD holders in developing a promising proposal for national or international research funding (every participant will have the opportunity to tailor their application to the funding institution of their choice). Researchers from all disciplines can apply for this course. DIES ProGRANT is also an effective tool for promoting international research and relationships. The course language will switch between French and English.



\*subject to budget availability

# Learning Approach

Using a blended learning approach, DIES ProGRANT is structured in four sections: A self-study section, a remote seminar (Seminar I), a trainer guided E-Learning section, and an on-site seminar (Seminar II).



## Online Self-Study Section (May 10th - May 28th 2021)

The self-study section will provide basic knowledge and basic technical skills that are needed to design, write, and budget a potentially successful grant proposal on the basis of about 14 learning modules, interactive exercises, and self-tests. The objective is to draw up a three-page draft proposal without work-plan and budget that has to be turned in at the end of this section. Depending on the budget, the workload amounts to approximately 10-12 hours. The 30 participants with the most convincing proposals will move to section 2.

## Remote Seminar I (July 5th - July 8th 2021) via Zoom

Building on the preceding self-study section, in Remote Seminar I the focus is on deepening the participants' knowledge on drafting proposals so that they're able to apply it practically to their own projects. The aim is to take the first steps to transfer the theoretical knowledge acquired to the participants' own project ideas so that these ideas can be both adequately formulated and operationalized within a work plan. Attendance and active participation is required during the entire Remote Seminar I which will be hosted live via Zoom. (6h per day).

## E-Learning Module Section (July - October 2021)

Primary objective of the E-Learning section is to enable the participants to further develop their three-page proposal draft to a comprehensive 10-page proposal. During the E-Learning section the participants will work on their proposal (including the creation of a work plan and a budget plan) at their home institution and further develop it under the guidance and online counselling of the trainer team. Eleven online modules for self-study will be offered. Each chapter includes additional learning material and exercises. This content is specifically designed to help turn theoretical knowledge into practical skills that will help develop a successful proposal. Additionally, personalized online support will be offered to all participants. This includes a virtual classroom for meetings and discussions with coursemates and trainers. Participants should schedule three hours per week in order to optimize use of the E-Learning modules (Proposal submission by October, 2021).

## Seminar II (November 22nd - November 26th 2021), Togo

During the second seminar, the grant proposal drafts will be presented, discussed, evaluated and fine-tuned in a participative review process. The objective of this seminar is to engage in a collaborative feedback process between trainers and participants and ultimately develop a final draft. At the end of Seminar II, the research funding proposals should be ready for submission to research funding organizations. Attendance and active participation from 9 AM to 6 PM on-site is required.



## Participant Profile

Potential participants are younger researchers and PhD-holders from Togo, Benin, Ivory Coast and Burkina Faso. Selection criteria are that participants:

- *Must hold a doctoral degree or have equivalent research experience*
- *Have an affiliation to an academic or research institution in the above mentioned countries*
- *Possess excellent English and French language skills, both written and spoken*
- *Be preferably at the beginning or middle stages of their research career*

## Trainer Profile

The trainer teams consist of ProGRANT trainers and international experts. The ProGRANT trainers will share knowledge on important principles of grant writing that are independent of a certain disciplinary field and on fundamental structural elements that are required by most of the international funding organizations. International experts from Germany and Africa and the Middle East will provide grant writing knowledge from the perspective of their scientific disciplines and from a regional perspective.

## Partner Profiles

**The University of Cologne:** The University of Cologne (UoC) combines innovation with tradition in its research and teaching since its foundation in 1388, which establishes its academic excellence as one of the best-known German universities.

**proWiss Consulting Services for Researchers:** proWiss is a private research consulting firm supporting scientists and institutions of the higher education sector worldwide in raising external funds for research projects, capacity building and international cooperation. proWiss experts design and conduct training programs (workshops, e-learning courses) that are tailored to the specific needs of researchers, teaching staff and evaluators - with a special focus on regions in Africa, Asia, Latin America, and the Middle East.

## Funding

The following expenses will be covered by the project:

- *Infrastructure, organization, and course material*
- *Accommodation and joint meals during the 5-day seminar in Togo  
(according to DAAD regulations)*
- *Travel costs to the course venue*

The course fee for the four-stage program is 300 Euros per participant. The amount is due upon participation in the on-site seminar in the second half of the year. After the first section (online self-study) the 30 participants with the most promising proposals will be selected and will then be able to take part in section 2 through section 4 (also see **Selection Criteria and Process** → **Important Information**). The course fee only has to be paid by those selected after the first section. Once you begin the program, you will have to guarantee that the payment is made.

Please note that participants and/or their home institutions are expected to cover local transportation in their home countries (for example: taxi to airport), visa costs (if applicable), and health insurance. A stable internet connection and a personal computer/laptop are required for Remote Seminar I. Bringing a personal laptop to Seminar II is also required.

# Application Requirements and Process

Applications can be submitted at [our website](#).

Following the link under “Course Offerings” you will find the Online Application Form, which will be available beginning on **December 4th, 2020**. Please fill out all fields and upload all other application requirements (as mentioned below) on that form.

## Exposé

We request that you submit a 2-page exposé (approximately 5.000 characters) outlining your intended research project. This exposé should include the following sections and information:

- *Applicant name, disciplinary area of the proposal, and title of the project (approximately 100 characters)*
- **Introduction of scientific background:** *Please introduce your research idea: Based on pertinent literature, please briefly demonstrate that there is a research gap and a need for this gap to be filled.*
- **Aim of the project:** *Please state the aim of your intended research.*
- **Approach:** *Briefly describe the procedure- e.g. the methods you are going to apply in order to achieve the aim of your project.*
- **Relevance:** *Briefly state the expected results, explain the relevance your project might have for scientific and, if applicable, non-scientific stakeholders.*

In case you already know, please indicate the funding agency you want to apply to.

## Academic CV

Please provide a brief 1-page resumé of your academic career.

## Letter of Support

We ask that you submit a 1-page Letter of Support from the University you are affiliated with. Your home institution should provide information about your relationship to, and functions at the University, and express support in you participating in the DIES ProGRANT course. In case you have been selected for the course, please present another letter of support from your superiors, which will guarantee your full-time participation.

## File Format

Please title all pdfs according to the following example:

“familyname\_firstname\_expose”

“familyname\_firstname\_CV”

# Selection Criteria and Process

The selection of participants is done in two steps.

## Step 1

As the applications are received by the ProGRANT coordination office, the first step is to select those applications that meet the formal requirements and specifications (compliance with the submission deadline, completeness of the documents).

Thereafter, the first review of the application documents takes place at the coordination office. The following aspects are evaluated:

- *Motivation*

The applicants communicate a clear motivation and a substantiated reason to participate.

- *English Level*

The applicants can communicate well in writing.

- *Qualification*

Applicants must have a PhD or equivalent research experience. Having a position at a university or in a research center is required.

## Step 2

After the first section, the online self-study, the trainers evaluate the uploaded proposals according to the following criteria:

- *Qualification*

The applicants' CVs display a transparent career path.

- *Relevance*

The proposal is of evident scientific value. The project has the potential to produce a high quality scientific product or publication. The proposal indicates the extent to which new ideas in the field can be generated or the extent to which established concepts can be revised.

- *Quality*

The proposal addresses all the topics discussed in the course:

**1) Introduction      2) Aim      3) Methodology      4) Relevance**

The proposal is written in such a way that a person without proper knowledge of the topic can make an assessment of the scientific value of the proposed project. Additionally, the synopsis is supported by relevant specialist literature.

## Important Information

For the first section, up to 100 applicants will be selected. At the end of the section, all participants have to submit a three-page proposal. A selection of 30 participants will be made according to the quality of the uploaded proposals.

The 30 most successful participants will move from section 2 through section 4.

All applicants will be given a final decision by mid-April 2021 if they've been selected for the first section.



**Important notice: the Deadline for applications is March 15th, 2021, 11 PM (German time)**

## Contact and Information

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International Office

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<https://www.portal.uni-koeln.de/courseofferings.html>

