

Global Minds Call 2020 Small Great Projects

Abbreviations

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| BAOW | Bijzonder Adviesorgaan voor Ontwikkelingssamenwerking |
| IRMO | International Relations Office |
| RIB | Raad Internationaal Beleid (Council for International Policy) |
| SDG | Sustainable Development Goals |
| VUB | Vrije Universiteit Brussel |
| ZAP | Zelfstandig Academisch Personeel |
| OAP | Overig Academisch Personeel |

Objectives of the call

The objective of Small Great Projects (Small budget, Great impact) is to strengthen VUB's academic **capacity** to participate in **university development cooperation**. Project proposals should stimulate a (innovative) development dimension in (one or more of) the three missions of the university (education, research and outreach), which are aligned with the core values of the university.

A few examples of possible topics are: food, migration, sustainable cooperation, SDG's, climate change, renewable energy, sustainable partnerships, sustainable internships, mobilities, entrepreneurship in the Global South, ...

Some ideas:

- international seminar on a development relevant topic
- alumni gathering
- awareness raising event on campus
- contest for students to raise awareness on development relevant issues, intercultural aspects, ...
- movie on VUB projects in developing countries to raise awareness among our community

This project is supported by [VLIR-UOS](#). This call reaches out to all VUB community members, to propose scientific or education-related initiatives.

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| Budget | <p>The call awards a minimum of 2.000 € to a maximum of 20.000 € per project.</p> <p><u>Remarks:</u></p> <ul style="list-style-type: none"> - The requested and approved budget will be made fully available on a specific PKC provided by IRMO, with the promotor as full delegate. As such, the promotor will have full access to the budget, and will be responsible for all expenses and payments. These expenses have to take into account the VLIR-UOS financial regulations. Costs which are not covered by VLIR-UOS regulations, but still made by the promotor, will be reclaimed afterwards. - A maximum of 50% of the budget can be spent on research (including research consumables). |
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| | <ul style="list-style-type: none"> - The budget allows for a maximum of 2 international travels (return flights), i.e. 2 people may budget 1 intercontinental return flight each. The intercontinental flights may be supplemented with local flights for these 2 people as needed, if properly motivated. If several mobilities are needed for the SGP project, it is possible to request these via XREI, or to search for other funding. |
| Duration | <ul style="list-style-type: none"> - The project starts and ends in 2020. All expenses should therefore be incurred in 2020. |
| Eligibility | <ul style="list-style-type: none"> - Application must be submitted by a ZAP-member of the VUB. - The project has to be development-relevant. - Applicants must submit their proposal before the deadline. - Proposals must be submitted via the online application form. - Applications have to be written in English and adhere to the modalities explained in the call. - The requested budget cannot exceed € 20.000. - The requested budget cannot include more than 2 international travels (cf. supra). |
| Required documents & application procedure | <ul style="list-style-type: none"> - Download the application form, and the budget and partner templates from the VUB University Development Cooperation website. - Fill in and sign the application form. - Fill in the budget template and the list of partners actively involved in organizing the project/mobility/post-doc. Partners can be North and/or South, public, private, education institution, ngo, ... - Go to online form for Small Great Projects. Fill out the form, and upload all necessary and applicable documents. |
| Eligible countries for collaboration | <p>Africa: Benin, Burkina Faso, Burundi, Cameroon, DR Congo, Ethiopia, Guinea, Kenya, Madagascar, Mali, Morocco, Mozambique, Niger, Rwanda, Senegal, South Africa, Tanzania, Uganda, Zimbabwe.</p> <p>Asia: Cambodia, Indonesia, Palestinian Territories, Philippines, Vietnam.</p> <p>Latin America: Bolivia, Cuba, Ecuador, Guatemala, Haiti, Nicaragua, Peru.</p> |
| Launch of call | <ul style="list-style-type: none"> - 13/01/2020 |
| Deadline submission | <ul style="list-style-type: none"> - 23/02/2020 |
| Grants available | <ul style="list-style-type: none"> - 3 grants (1 provisional) of maximum € 20.000 are available |
| Contact person at IRMO | <p>Olivia Lebbe: Olivia.lebbe@vub.be Jannes Motmans : Jannes.motmans@vub.be</p> |

Selection criteria

The selection is a competitive process organised by the RIB and based on the assessment of the quality of the proposal from an academic and organisational point of view.

The project should be in line with the Global Minds goals, and will be evaluated based on its relevance to those goals:

- to strengthen and deepen the capacity and knowledge of VUB in development cooperation, and to sustain, improve and expand its collaboration with partners in the South (developing countries);
- to integrate development issues into education, research and administrative process;
- and to raise awareness about global challenges.

We are aiming at proposals that are development relevant. By this we mean: the extent to which the objectives of the proposal are consistent with beneficiaries' requirements, country needs, synergy opportunities, global priorities (SDG's) and partners' and donors' policies.

The selection is primarily based on the following criteria:

1. **Quality:** Quality of the proposal (content, form, ...).
2. **Effectiveness:** The extent to which the proposal's objectives are expected to be achieved, taking into account the planned activities and the connected deliverables/results (activities -> deliverables -> objectives)
3. **Efficiency:** A measure of how economically resources/inputs (funds, expertise, time, etc.) are converted to deliverables/results. "Value for Money"
4. **Impact:** Potential positive and negative effects produced by the activity, directly or indirectly, intended or unintended, for the applicant, VUB, the society, sector and (if relevant) for the local partner.
5. **Sustainability/Strategic Relevance:** The continuation of benefits and/or cooperation after the activities have been completed. The developmental relevance. The contribution to the capacity building of the VUB in the field of university development cooperation.

For more information about project formulation and differentiating results levels, please see the table below and the [Guide to the formulation of VLIR-UOS projects](#).

| | Outputs (Intermediate Results) | Specific objective(s) (outcome level) | General objective (impact level) |
|--------------------------|--|--|---|
| Level of control | Sphere of control | Sphere of influence | Sphere of interest |
| What? | Products or services (can also include use of outputs) | Changes for beneficiaries | Contribution to a change at level of society |
| Resulting from... | Resulting from activities | Change resulting from the use of outputs | Resulting from the achievement of a combination of other outcomes |
| When? | Achieved during the project | Achieved at the latest at the end of a project | Appears after the end of project. The project only contributes to the impact level (no attribution) |

Selection procedure

Step 1: IRMO performs an eligibility check.

Step 2: All eligible applications are sent to the BAOW.

Step 3: The BAOW makes a selection and advises the RIB on the selection results.

Step 4: The RIB makes the final decision.

The following time frame is set:

| Date | Action | Responsible |
|--|---|----------------------|
| <ul style="list-style-type: none">• 13 January 2020 | Call will be launched to all deans, 'vakgroepvoorzitters', 'voorzitters van de opleidingsraad' and via the e-newsletter | IRMO |
| <ul style="list-style-type: none">• 23 February 2020• 24 May 2020• 27 September 2020 | Deadlines for applicants. Proposals must be submitted via online application file | VUB personnel member |
| <ul style="list-style-type: none">• 3 March 2020• 4 June 2020• First BAOW of next academic year | Pre-selection by BAOW | IRMO and BAOW |
| <ul style="list-style-type: none">• 24 March 2020• 23 June 2020• First RIB of next academic year | Final approval by the RIB, 4 times a year following the BAOW meetings | RIB |
| <ul style="list-style-type: none">• Latest 3 weeks after the RIB selection. | Applicants will be notified by e-mail and budget will be made available. | IRMO |
| <ul style="list-style-type: none">• Latest one month after the mobility | The grantee submits a narrative and financial report to IRMO. A mandatory template is available on the VUB website. | Grantee |

Selection outcome

All applicants will receive an e-mail with the selection outcome the latest 3 weeks after the RIB selection. Detailed feedback about the proposal will be provided in that e-mail.

Final report

A narrative and financial report, must be submitted one month after the ending of the project. It will present the current state of affairs of the project. The report must be presented on the required forms, which are available on the VUB website.

The reports must be sent electronically to Olivia.lebbe@vub.be.

Information

For further general information, please contact IRMO

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