

## How to write a research proposal

Dear student,

Below you find a listing of sections that typically go into a research proposal. It is expected that at least the sections marked with an \* are included and discussed in your presentation. Below you will also find a limited list of funding agencies. From their websites you may find further details about information they typically require in specific proposals but also the amount of funding that is available. This gives you some idea about how to calculate the costs of your project.

In real-life a proposal will typically be reviewed by an independent international committee. If they don't understand your proposal or believe that it is not state-of-the-art then they will reject the proposal and you won't get a second chance. This makes it crucial to carefully think about how you present your idea.

Also note that the size of the project can vary very much. Some projects comprises research that is conducted by a single PhD student in a specific research groups. Other project (e.g., European projects) may comprise large consortia of research groups in which 10 or more groups and hired researchers may collaborate to address the overall aim and work on specific key objectives. It is easier to define and present a small and specific research proposal.

Note that the length of the presentation should be 15 minutes (without discussion). This is short, thus carefully think about how to present your research proposal. You are allowed to do the presentation in Dutch but, of course, English is preferred. The slides should be in English!

Antoine

### Funding organisations

- [www.nwo.nl](http://www.nwo.nl)
- [www.nbic.nl](http://www.nbic.nl)
- KWF
- hartstichting
- etc

### Outline research proposal

- \*Title
- Summary (typically about 400 words)
- Contact info of the applicant(s)
- Research team (which researchers or groups will participate in your research. What is their expertise?)
- \*Research topic
  - Background (e.g., briefly explain what ideas/developments/etc led to your research question)
  - Overall aim (clearly state your research question. Be specific.)
  - Key objectives (describe the key objectives that you will address to answer your research question)
  - References (this should give an idea of what related research is being done but also give the reviewer an impression whether or not you are aware of related efforts in the field).

- \*Originality and innovative aspects (clearly describe why your research is original and innovative)
- \*Approach and workplan
  - How are you going to address the key objectives
  - Which methods will you use
  - Why is your approach/method original
  - What is the time schedule? What are the milestones and deliverables
- \*Relevance. What is the relevance of your research
- International collaborations (do you foresee any collaborations)
- \*SWOT
  - Strengths
  - Weaknesses
  - Opportunities
  - Threats
- Valorization (do you expect any (commercial) products, services, patents, licenses, etc to originate from your research)
- \*Budget
  - How much funding do you request for personnel (e.g., PhD students, postdoc, programmer), equipment, travel budget, other?
- CV (your CV should convince the reviewer that you have sufficient expertise and experience to successfully conduct this project)