

VLIR-UOS

“Sharing minds, changing lives”

SI 2023

6 Dec 2022



Agenda



13:00-13:10	Opening of session and intro <i>Koen De Koster, Strategy and Operations Manager</i>
13:10 – 13:40/45	Introduction - SI 2023 call basics and what's new and introduction to the formats <i>Peter De Lannoy, Global Partnership Coordinator (IUC & TEAM/SI)</i>
13:45 - 14:05	Q&A
14:05 –14:25	Demonstration of online submission tool & formats to be uploaded (incl. Q&A) <i>Tim Zeuwts, Information Manager</i>
14:25 –14:45	Financial guidelines & format for project proposal writing TEAM <i>Kathleen Wuytack, Global partnerships Manager</i>
14:45 – 15:00	Q&A and closing



Summary

1.Introduction

**2. Formats and
guidelines**



1. Introduction





VLIR-UOS seeks to empower institutions and individuals as critical drivers as well as agents of change through higher education
scholarships and **partnerships** for sustainable development
looking for **innovative responses to global and local challenges**



SI projects - Aim

- Projects that aim to explore, build and deepen balanced academic collaborations focusing on a **specific sustainable development challenge**
 - **strengthening** partner HE&SIs' research and educational **capacities** and performance
 - and **creating the conditions for uptake of new and relevant knowledge, applications and/or services** by academic, civil society, private and public actors. (*link with outcome 5 of the VLIR-UOS ToC*)

Key features of SI projects

- Short-term results to be achieved within the project duration of two years
- Allows for differentiated aims (exploration, innovation, valorisation, etc) and approaches (education, research, policies, outreach, people, networks)
- Max. 70.000 EUR

Short Initiatives – Who can apply?

Who?

- Flemish promoter: professor (min 10% ZAP) at a Flemish university or a professor/lecturer at a university of applied sciences and arts;
- Partner promoter: employed at recognized higher education institution or national public research institute in a project partner country

Additional criteria

- Applicants (Flemish/local) can submit maximum two SI projects in case they have no ongoing SI 2022 or TEAM 2022 project
- At the level of the partner institutions, no further criteria apply. Former and present IUC partner institutions are fully eligible, without any restriction

Project partner countries

Higher education and science institutions located in 17 project partner countries:

- **Africa**: Benin, Burundi, DR Congo, Ethiopia, Kenya, Morocco, Rwanda, South Africa, Tanzania, Uganda
- **Latin America**: Bolivia, Cuba, Ecuador, Peru
- **Asia**: Indonesia, Philippines, Vietnam

How to submit a proposal?

- Project applications are submitted through an [online platform](#)
- An application involves a **Flemish and (multiple) partner promoter(s)**
- It is the Flemish promoter who submits to the ICOS of the Flemish university (association) for support and quality control.
 - Flemish promoters should check internal deadlines at level of the Flemish institution
 - Role GEO at level of Univ. of Applied Sciences and Arts defined per university association
- The ICOS will validate so that the proposal can be submitted to VLIR-UOS.

Selection procedure

- 4 standard selection criteria:
 - Relevance and coherence of the project;
 - Quality of the project design;
 - Implementation set-up of the project;
 - Potential impact and sustainability.
- Regional Selection Commissions (Africa (2), Asia, Latin America).
- SI 2023: 29 selectable projects

Timeline

SI 2023 Timeline



25 November 2022

Launch date of the call for proposals



6 December 2022

Online information session



16 March 2023

Deadline for submission to VLIR-UOS



Beginning of June 2023

Selection decision



Possible start of the SI project

Selected projects will be able to start as of 1 September 2023

Resources

How does it work?	^
Who can apply?	^
Which partner countries are eligible?	^
Budgetary framework	^
How does the assessment procedure work?	^
Useful documents	^
Need inspiration for a VLIR-UOS project? Here are some ideas for your project proposal.	^

- **Website:** [Call SI 2023](#)
- [Call SI 2023](#) document as entry point
- **How?**
 - [Formats](#) = working documents (Call Annex)
 - Project applications are submitted through an [online platform](#).

2. Formats and guidelines



Version 6 dec

ToC aligned with Agenda 2030

- **Align your proposal on the VLIR-UOS TOC**
 - Standardized impact areas (3),
 - outcomes (6)
 - intermediate change domains (6)
- **Ambition to Connect 4 change**
- **Coherence and complementarity**
 - Country reference frameworks
 - Thematic strategic framework on HE4SD
 - Inter-institutional collaboration (between HEI)
- **SDG Principles** as a starting point to integrate transversal & priority themes

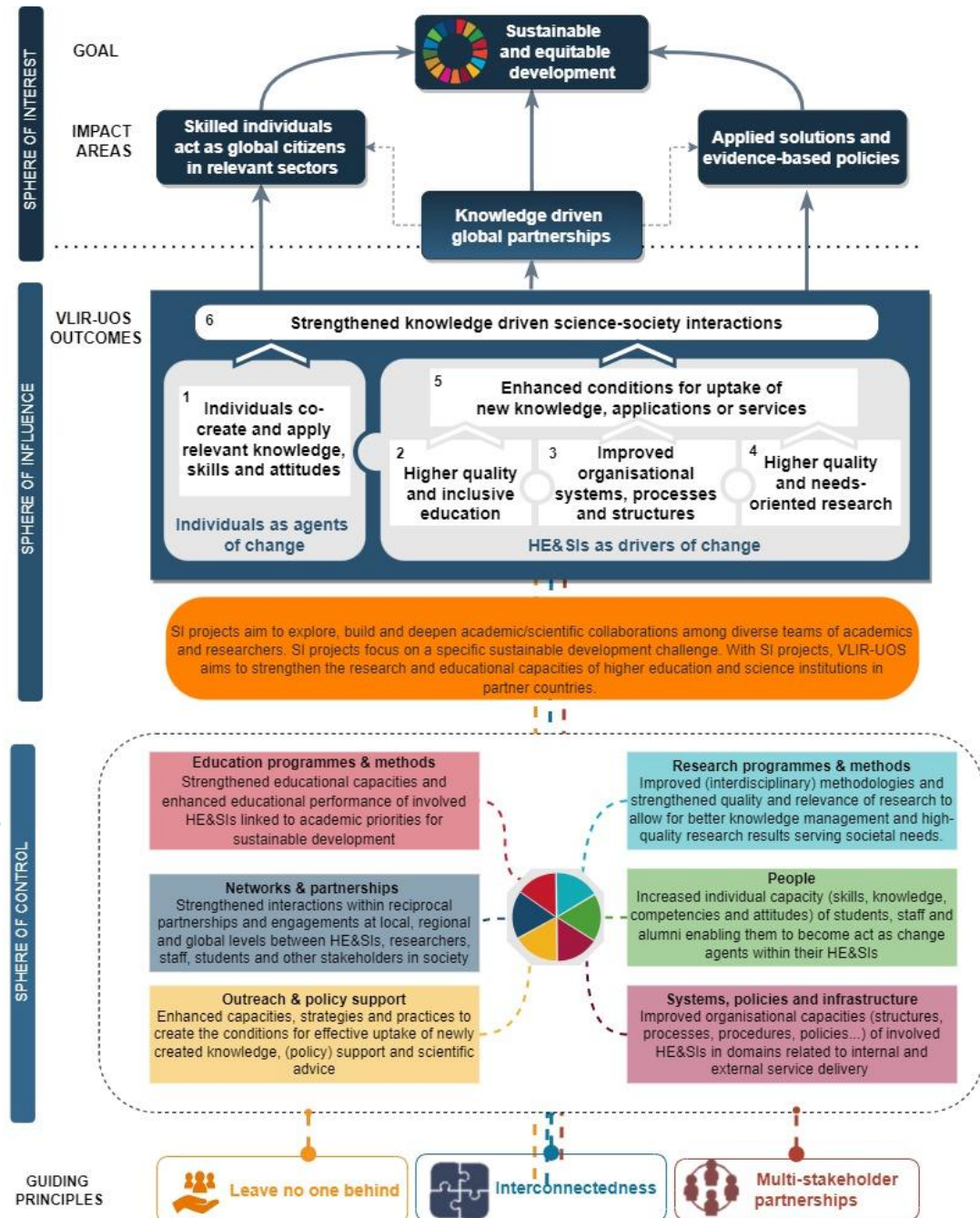


VLIR-UOS Revised Theory of Change



6 **VLIR-UOS** outcomes
along 2 axes:
Individuals as agents of change
HEIs as driver of change

6 **intermediate** change
domains



SDG principles as entry point

Leave No One Behind (LNOB)



- *to end extreme poverty in all its dimensions ... to curb horizontal and vertical inequalities and to take action to reach the furthest behind first*
- *VLIR-UOS: types of countries & institutions, LNOB fund, etc.*
- *Mainstreaming in all interventions*
- *Project promoters: at level of context analysis, stakeholder mapping, focus end beneficiaries, attention for vulnerable groups*



SDG principles



Indivisibility & Interconnectedness

- Interaction between Goals & targets
- Co-benefits ... or trade-offs
- Importance of holistic context analyses & systems thinking
- Project promoters: specific attention for: Gender equality, inclusion and diversity / Environmental Sustainability / inter-disciplinarity



SDG principles

Multistakeholder partnerships



- *Complexity, scale, and interconnectedness of the challenges ... requires a concerted effort of a wide variety of different stakeholders.*
- *VLIR-UOS / project promoters:*
 - *Assuring coherence*
 - *Interinstitutional collaboration (pooling expertise)*
 - *Multi-stakeholder partnerships (across sectors)*



Support & guidance offered



- These **powerpoint guidelines** for the formulation of an SI
- **Formats** = **working documents**
- Preparatory info to be inputted, per module, in the online [project submission tool](#) to access):
 - **Word** template : outline with main questions to be answered / filled out in the tool
 - **Excel** templates: basic data (Sector codes / main SDGs) for Module 3 (organisation) and 5 (activities) and budget template (to be uploaded)
- Plan to provide some on campus trainings

Available resources

- Support videos: [VLIR-UOS theory of change](#) , ..
- [Methodological background document](#): info on theory of change concepts / integration of SDG principles
- Information per country – country reference frameworks
 - Call document: links per country included, or on Country page website
 - Link SDG voluntary review per country / Agenda 2030/overview ongoing projects per country / others actors present in country
- [Ideas for cooperation](#): requests for cooperation from other actors (per country/theme)
- [Selection system document](#) and [Gender policy](#) document

Content: 8 modules



1: Context analysis



2: Project strategy (Impact statement and ToC)



3: Organisation



4: Stakeholders and coherence



5: Planning & budgeting



6: Risk management



7: Monitoring & evaluation



8: Learning and steering



Context analysis

1. Sustainable development context
2. Partner institution context

ESSENCE

Develop a broad – and shared – understanding of the system in which the desired change is needed. The context analysis justifies the **importance / relevance** of the project, delimits the **scope** and contextualizes the **reasons** why the project is needed (i.e. interconnected **problems** being faced).



Sustainable development context

Key questions

- 1) Scope & identification: Why is the project needed? What are the key sustainable development challenges / problems that the project wants to tackle? Who is it a problem for?
- 2) Causes: What are the causes of the problem(s)?
- 3) Interlinkages: How are the sustainable development issues/problems linked to each other?



Maximum 3000 characters



Institutional (partner HEI) context analysis





Key questions

- 1) What are the key **strengths and weaknesses** of the partner institution & involved department(s) / unit(s)?
 - Key areas within the institution needing further development
 - Added value of the project for the partner institution/local team? Any previous experience between the project partners?



Maximum 3000 characters

Checklist SDG principles

LNOB  	<ul style="list-style-type: none"><input type="checkbox"/> Have you identified which groups are (at risk of being) left behind within the intervention area (country, region) and from what they are excluded?<input type="checkbox"/> Have you analysed why they are left behind and by whom they are excluded (considering intersecting factors)?<input type="checkbox"/> Have you formulated clear definitions or criteria for poverty, marginalization, exclusion, ...?<input type="checkbox"/> Does your analysis include the perspectives of those (at risk of being) left behind?<input type="checkbox"/> Have you conducted a gender analysis which examines the differences in women's and men's needs, roles and responsibilities, daily routines and activities, and access to and control over resources, services and decision-making, including those that lead to social and economic inequalities?
INT 	<ul style="list-style-type: none"><input type="checkbox"/> Have you gained a solid understanding of the important interlinkages in the system in which you are working?<input type="checkbox"/> How are these issues linked? What are important co-benefits and trade-offs (e.g. environmental – economic trade-offs)?
MSP 	<ul style="list-style-type: none"><input type="checkbox"/> Do you have a solid understanding of the relevant actors and their relationships in the system in which you are working?



Project strategy

1. Impact statement (the dream)
2. Theory of Change (ToC)

ESSENCE

Envision the desired long-term change (**dream**) to which the project wants to contribute.

Describe **change pathways** to develop an impact-oriented **strategy** with concrete activities and **deliverables** in the selected intermediate change **domains**.

Developing a theory of change

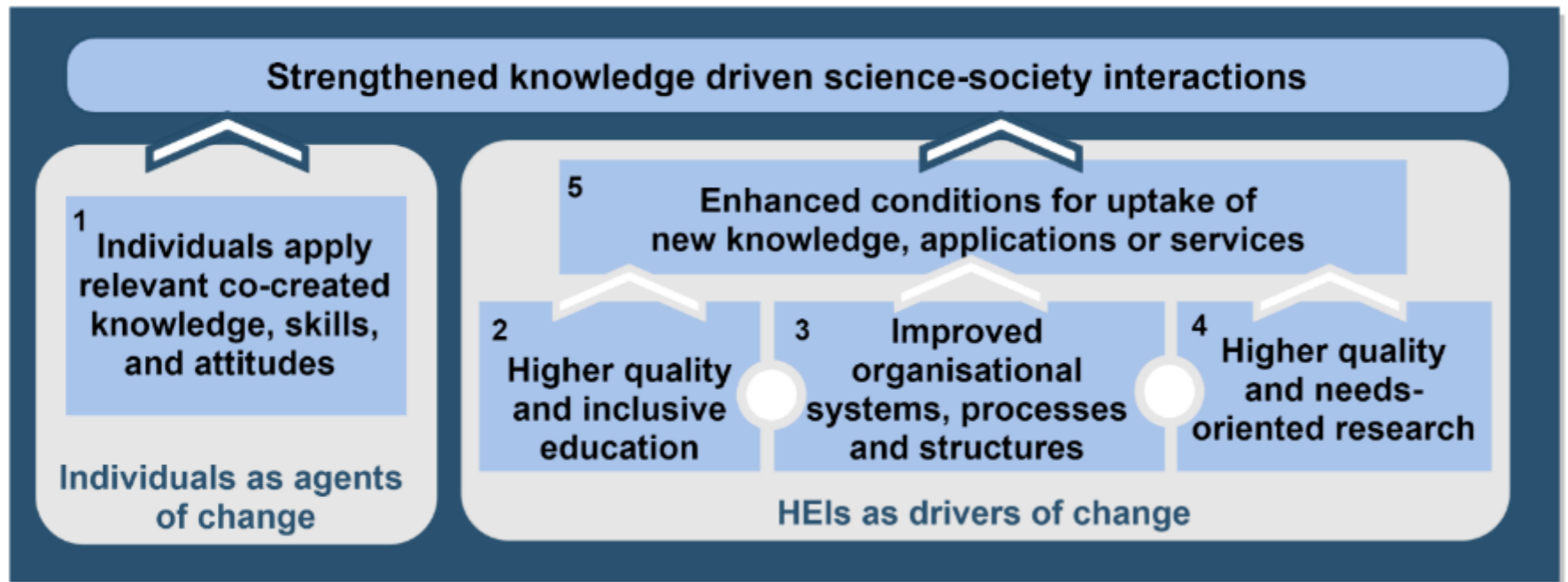
Narrative description of the project strategy and the envisaged change process

- *3 key questions. While these questions echo the key questions in Theory of Change (ToC) thinking, a fully-fledged ToC is not requested, rather the alignment of your project with the general VLIR-UOS ToC.*

Key questions

1. What is the long-term change to which you want to contribute (**Why?**)?
 - Impact statement
 - Explanatory text, describing the pathways of change
2. **What** changes do you want to achieve with your project, by aligning with the VLIR-UOS outcomes?
3. **How** do you want to do it? (e.g. operational/methodological approaches)

TEAM/SI fit within VLIR-UOS ToC outcomes




- TEAM/SI fit typically contributes to a number of VLIR-UOS outcomes, and should certainly link up with the outcome **5. Enhanced conditions for uptake of...**




Developing a ToC – Key Question 1

Key questions

1) What is the long-term change to which you want to contribute (Why question)? Try to put this down in a short **impact statement**  *Max. 500 characters*

2/ **Elaborate in a narrative text** how this long term change refers to the sustainable development related objective or dream (=impact) to which the project wishes to contribute (in line with Agenda 2030 and the SDGs).
Why and for who?

 *Max. 1.500 characters*



Sustainable development (SD) impact

Institutional (partner HEI) impact

Developing a ToC – Key Question 2

What do you want to achieve by the end of the project?

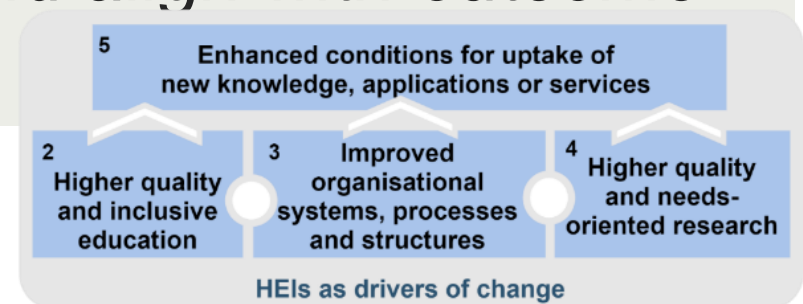
This needs to refer to the changes you want to achieve/observe by the end of the project.

*Convincingly explain how these **align with the VLIR-UOS outcomes** (cf. call document))*

Do not forget all projects should align with outcome n° 5 on uptake



Max. 4.000 characters



Theory of change – points of attention/ when reflection on the what?

1. Describe the **uptake strategy of the project** / How will the **conditions be created for uptake** of new knowledge, services and applications by external (outside the partner institution) stakeholders (e.g. local communities, policy makers, vulnerable target groups local industry, etc.)?
2. Highlight what possibilities you identified towards **the integration of the SDG principles**
 - Interconnectedness with due attention for the integration of gender and environment
 - Coherence, interinstitutional collaboration and Multi-stakeholder partnerships
 - Leave No One Behind (LNOB; with due attention for the integration of gender equality)
3. Reflect on the **challenges for the sustainability** of the project results

Developing a ToC – Key Question 3

How do you want to do it?

Explain how you will do it:

- *describing your operational and methodological approaches,*
- *identifying key deliverables and activities (in line with the project's operational plan).*
- *In the operational plan, activities are to be organized according to the six standard VLIR-UOS project domains giving particular attention for the standard domain dissemination/uptake strategy.*



Max. 6.000 characters



Organisation

1. Who is involved?
2. How is the project structured/organised?

ESSENCE

Describe **who** is (internally) involved in the implementation of the project – and how.

Clarify the **structure of the organisation** and assigned **roles** and responsibilities of individuals working on the project.

Note: endorsement letter of the partner institution will be required (at least faculty level)

Organisation

Key questions

- 1) Presentation of the project partners : Who is involved and what are their roles / responsibilities? (info in Annex 2 preparing for upload in tool)
- 2) How is the project structured / organised? Explain how the project will assure a continuous link with and involvement of the partner university. How will the tasks be divided among the involved partners (local – Flemish) in a balanced way?
- 3) Describe, if relevant, the role and selection procedure of scholarship holders (master, PhD) in the project set-up



Use Excel format for the organisation details related to question 1 and include in word max. 2.500 characters for question 2 and 2.000 for question 3



Stakeholders and coherence

1. Stakeholder management: Identification of main stakeholders
2. Approach & Strategies for stakeholder engagement & uptake
3. Coherence: internal & external

ESSENCE

Identify and **analyse** the project stakeholders and elaborate a strategy to **manage** the stakeholders throughout the project (including communication with stakeholders & uptake strategy).

Stakeholders management

What ? refers to the general management of the interactions with the **most important stakeholders of a project** (external to the project team) contributing to the realization of the project outcomes and impact (e.g. the end-users of the project results)

- Identify the project's 3 most important stakeholders and explain how the project will manage them/engage with them (e.g. in stakeholder advisory board).
- Approach



Max. 3.000 characters

Coherence

Coherence is about the complementarity of the project with the actions and networks of other actors and/or other HES4SD initiatives.

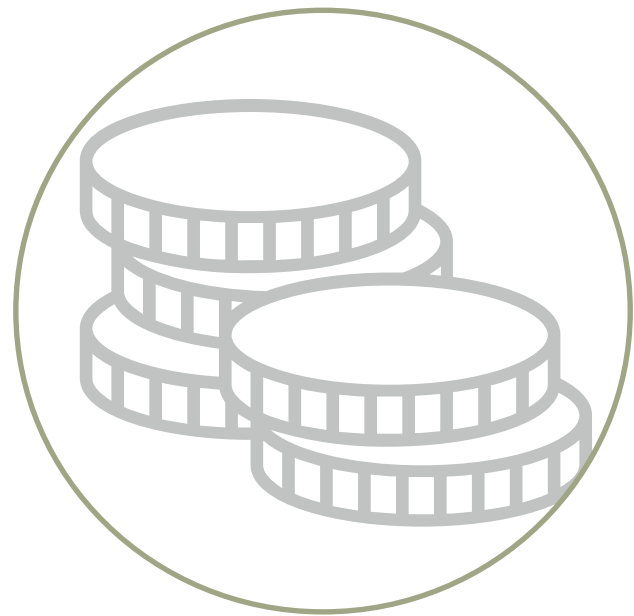
Elaborate on any coherence with:

- other VLIR-UOS funded activities (e.g; with TEAM/SI, IUC, Global Minds projects, ICP Connect,..) (*internal coherence*);
- and with other actors/projects (e.g. local, partner country level, regional, Belgian non-governmental actors, etc.) (*external coherence*)

Please note that lessons learned from previous experiences from earlier projects and/or between the projects partners fit under Module 8).



Max. 2.500 characters



Planning and budgeting

1. Operational plan
2. Budget

ESSENCE

Focus on how the project will contribute to the set goals in the six project domains. It specifies what activities must be done to achieve a particular goal (or goals), when they need to be done and who is going to do them. Includes both the **outputs that need to be delivered and the financial & human resources attached to it.**

Operational plan

- In the operational plan, activities are to be organized according to the six standard VLIR-UOS project domains with particular attention for dissemination/uptake strategy.*

Domain	Intermediate change
Research programmes and methods	Strengthened research capacities of involved departments / units linked to academic priorities for developmental change
Education programmes and methods	Strengthened educational capacities of involved departments / units, linked to academic priorities for developmental change
People	Increased individual/community capacity (skills, knowledge, competencies) of students, staff and alumni and improved employability of the partner university's students, staff, and alumni and/or community members
Outreach and policy support	Improved dissemination practices and uptake of newly created knowledge, applications, services
Systems, policies, and infrastructure	Improved institution-wide organisational capacity of HEI in a number of institutional priority domains; and/or in domains of internal service delivery; and/or in domains of external service delivery
Networks and partnerships	Regional and international connections for sustainable higher education and networks are being developed and strengthened

Excel template Annex 1 – tab ‘activities’

ACTIVITIES

Please provide information on the activities of your project.

Please also note the following:

- Please do not leave any rows empty inbetween filled rows. **This will disrupt the import process.**
- Please do not change or delete the column headers. **This will disrupt the import process.**
- Further explanations are provided below when you click the header of each column (e.g. "Description").

[illegible]

**Budget format /
overview
budget lines**

Budget lines	AY 1 (€)
A. Investment costs	0,00
<i>A.1. General investment costs</i>	0,00
<i>A.2. Vehicles</i>	0,00
<i>A.3. ICT</i>	0,00
B. Operational costs	0,00
<i>B.1. General: goods & services</i>	0,00
<i>B.2. Dissemination & uptake (events)</i>	0,00
<i>B.3. ICT (operations and services)</i>	0,00
<i>B.4. International mobility & subsistence</i>	0,00
<i>B.5. Local mobility & subsistence</i>	0,00
C. Personnel costs	0,00
<i>C.1. Employment contracts</i>	0,00
<i>C.2. Topping-up</i>	0,00
D. Scholarship costs	0,00
<i>D.1. Short term scholarship allowances in Belgium</i>	0,00
<i>D.2. Study scholarship allowances in Belgium</i>	0,00
<i>D.3. Research scholarship allowances in Belgium</i>	0,00
<i>D.4. Short term scholarship allowances in partner country</i>	0,00
<i>D.5. Study scholarship allowances in partner country</i>	0,00
<i>D.6. Research scholarship allowances in partner country</i>	0,00
Total A-D	0,00
E. Coordination Costs	0,00
<i>E.1. Coordination costs in Belgium</i>	0,00
<i>E.2. Partner coordination costs</i>	0,00
TOTAL	0,00

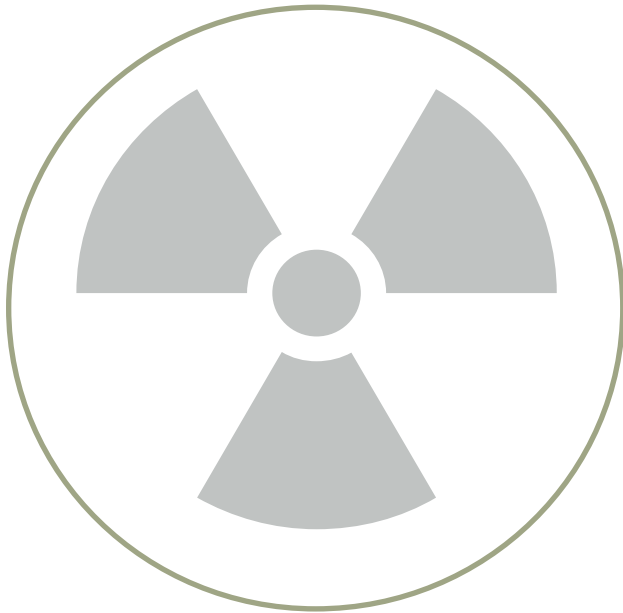


Budget: value for money

MOTIVATE

- Main activities that require budget
- Explain the main financial focus/needs of your project (explain link with core activities; share of investment, personnel/operational/scholarship costs) and any in-kind co-funding at the level of the partner institution.
- Identify what parts of the budget will be managed by which partner (Flemish/partner HEI(s)), and in particular in the case of inter-institutional collaborations with multiple promoters reflect on how the budget will be managed (incl. any redistribution of local coordination costs).

Max. 4.000 characters



Risks

1. Identification
2. Assessment
3. Risk response and monitoring

Not applicable for SI projects



Monitoring & reporting

- 1. No longlist of indicators to be filled out anymore.** Selected projects will be asked to report on a limited set of generic, standard indicators (e.g. number of publications, scholarships, etc.).
- 2. Describe your approach in terms of monitoring & quality assurance** briefly describe how you would assess/monitor the results of your specific project (can be both qualitative or quantitative). How would success look like, and how will you assess it?

Max. 2.000 characters



Learning & steering

1. Lessons learned
2. Follow-up & steering

ESSENCE

Indicate whether this is a re-submission, follow-up project, or not

Describe how to follow-up on changes, adaptations and **lessons learned** from (previous) experiences in order to improve the quality of the project.

Lessons learned & steering

Key questions

- 1) **Project track record:** Indicate whether this project proposal is a continuation of an existing intervention (follow-up project) or a finalisation/harvesting phase, or a re-submission (*note: a checkbox will be included in the online submission tool*)
- 2) **List, if relevant, previous experiences, projects between the project partners and describe the achievements / actions already undertaken. How will lessons learned from previous experiences be taken on board? In case of follow-up projects, what is the added value of this project?** In case the project is a re-submission of a proposal submitted previously in VLIR-UOS calls for proposals, please also indicate how you dealt with shortcomings as compared to a previous proposal.

Max. 2.500 characters

FYP1 AFR FORMATS

FYP2 2022-2027

DOCUMENTS

STORIES

NEWS & EVENTS

 CALLS

COMMUNITY TALKS

About VLIR-UOS

Scholarships

Project funding

Countries

Projects

Contact

[Home](#) > [Call types](#)

Call types

VLIR-UOS is committed to offer both junior and experienced academics the relevant tools and

Open calls

Call Short Initiatives (SI) 2023
Deadline : 16/03/2023

[View all](#)



Questions, remarks, reflections ??

Thank you!