

D. What is a proposal?

A project proposal is a detailed description of a series of activities aimed at solving a certain problem. The proposal should contain a detailed explanation of the: justification of the project; activities and implementation timeline; methodology; and human, material and financial resources required. The project proposal should be a detailed and directed manifestation of the project design. It is a means of presenting the project to the outside world in a format that is immediately recognised and accepted. A research proposal should have a clear benefit and linkage to an important national, international or regional discourse. This could either be economic, social or political focus. It is usually the beginning of a serious research work, where the applicants must show in the proposal how the research opportunity will be applied after the framework of a national or regional programme in a developed or developing country. **Writing**

proposals A typical proposal should include the following:

- Problem statement (issue, research question or problem to be investigated).
- Justification and rationale (importance and significance of subject, why it is important to be addressed?)
- Background (literature review of work that has been done on this issue).
- Main objective and specific objectives (candidate's proposed contribution).

- Materials and methods (materials needed to accomplish the research and research design, including hypotheses to be tested, data sources, procedures and analytical techniques to be employed).
- Expected outputs (product(s) resulting during/from the research).
- Beneficiaries and impact (intended audience for the product and outcome of the research in terms of plant genetic resources conservation and use, potential application of results and social/economic benefits for the home institute or home country or other developing country).
- Innovativeness (what is novel in the identification of the problem or approach and what would this proposal add to the knowledge base).
- Application of results (show how the training, knowledge or skills will be applied after the execution of the project).
- Applicant's expertise in relation to the issues to be investigated (related previous research work including MSc/PhD research, involvement in ongoing research programmes/PhD research).
- Work plan for the proposed period of the fellowship (activities and timetable).
- Budget (cost of implementation of the proposed activities—see budget headings in the application form. Indicate other funding sources, if available).