**Annex 1: APPLICATION FORM**

**Capacity Building (CB) 2021 in University Development Cooperation**

The application must consist of the following components:

* Annex 1 Application form
* Specified programme of the initiative, e.g. for a conference, if already known (free format).

The application form must be filled out completely and accurately, using UGent Panno Text size 11pt.

**General information**

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| Title of the initiative |  |
| Type of activity (seminar, lecture, training, network event, …) |  |
| Date/period |  |
| Focus *(Please tick as appropriate)* | Education | Research |
| Promoter(s) |
| Last name, first name |  |
| Department |  |
| E-mail  |  |
| Promoter new to the field of UDC (yes/no) |  |
| Research group new to the field of UDC (yes/no) |  |
| Budget holder(\*) |
| Name |  |
| E-mail |  |
| To be appointed by the Research Co-ordination Office |  |
| Partner organization in the South |
| Organization’s name |  |
| Department |  |
| Last name, first name of local co-promoter |  |
| Function |  |
| Address |  |
| Email |  |
| Website organization |  |

(\*)The budget holder is the person who is mandated to make financial engagements on behalf of the institution. This person can be but is not necessarily the same person as the promoter. Students, PhDs and ATP-staff who are promoters of an initiative need to appoint a budget holder or will be appointed a budget holder in the central administration. If applicable, fill in the name of the appointed person or indicate whether this person has to be appointed by the Research Co-ordination Office.

Summary of the initiative

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Background: explain how the idea arose to organise the initiative.

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**Specific information**

**Scientific/educational quality**

Give a short description of the problem statement of the initiative and a short state of the art of the subject.

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**Relevance**

To what extent does this proposal relate to one of the 31 countries of the VLIR-UOS country list:

* **Africa**: Benin, Burkina Faso, Burundi, Cameroon, DR Congo, Ethiopia, Guinea, Kenya, Madagascar, Mali, Morocco, Mozambique, Niger, Rwanda, Senegal, South Africa, Tanzania, Uganda, Zimbabwe.
* **Asia**: Cambodia, Indonesia, Palestinian Territories, Philippines, Vietnam.
* **Latin America**: Bolivia, Cuba, Ecuador, Guatemala, Haiti, Nicaragua, Peru.

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Operational criterion 1A: To what extent will the proposal strengthen and/or expand Ghent University’s Development Cooperation capacity?

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Operational criterion 1B: How will this initiative potentially strengthen the UDC capacity building of the research group to which the applicant belongs (if applicable)?

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Operational criterion 2: What are the applicable results of the initiative (short term): applications for VLIR-UOS projects or other development funding, expansion of expertise to other research fields... Describe the impact of the initiative on future initiatives in the framework of Ghent University’s development cooperation and internationalisation policy (long term impact), eg higher inscription rates of international students…

**Important remark**: If you plan to prepare a new South Initiative or Team Project (VLIR-UOS South Programmes), be aware that there is a **new list of 17 countries** to work with during the next 5-year-programme (2022-2026): Benin, Burundi, DR Congo, Ethiopia, Kenya, Morocco, Rwanda, South Africa, Tanzania, Uganda, Indonesië, Philippines, Vietnam, Bolivia, Cuba, Ecuador, Peru.

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Operational criterion 3: How does the initiative fit into the 2030 Agenda for Sustainable Development? Describe the connection with at least one of the 17 Sustainable Development Goals (SDG’s)[[1]](#footnote-1).

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Operational criterion 4: How will this proposal contribute to already existing activities (Ghent University research, VLIR‑UOS south projects, …)? Explain any areas of coherence and complementarity.

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Operational criterion 5: How will it look for synergy with other development intervention/actors and in particular with other Belgian ANGC’s[[2]](#footnote-2) strategic goals as formulated in the Joint Strategic Framework (JSF) per country[[3]](#footnote-3)?Explain any areas of coherence and complementarity.

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**Effectiveness**

Explain the specific objective of this initiative.

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Describe the methodology used and point out how this will contribute to achieve the defined objectives.

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**Efficiency**

Describe the role of partners (if any – North and South) actively involved in organizing the project.

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**Impact and sustainability**

Describe follow-up and extension activities.

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How will the Ghent University community be informed of the achievements of the initiative (e.g. via an info session, a contribution to a Ghent University event focussing on UDC, a narrative on the Ghent University Global Minds website, …)? Describe how you will inform the Ghent University community and who specifically will be addressed.

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**Budget proposal**

Provide a detailed budget proposal. For a category A initiative (e.g. explorative missions, guest lectures, staff training …), you can apply for a budget totalling up to €7,500. For a category B initiative (e.g. conference), you can apply for maximum €15,000 on condition that the co-financing of minimum €7.500 is provided.

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**Status of other applications (if relevant)**

# Have other applications been submitted with a full or partial overlap of activities with this proposal? If so, what is the status of those applications?

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**Abstract**

Give a short description of the planned activities in up to 60 words[[4]](#footnote-4).

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1. More information on <https://sustainabledevelopment.un.org/sdgs> [↑](#footnote-ref-1)
2. ANGs: non-governmental/state actors as defined by the Belgian Ministry of Development Cooperation. These actors elaborated Joint Strategic Frameworks in 31 countries of Belgian development cooperation activity. [↑](#footnote-ref-2)
3. More information on <http://www.vliruos.be/en/countries/country-strategy/joint-strategic-framework/> [↑](#footnote-ref-3)
4. The abstract of selected projects will be published on the website <http://www.ugent.be/globalminds>. [↑](#footnote-ref-4)