
Erasmus Project Proposal Example plus TIPS

Type of activity: Cooperation partnerships in school education

Name: Montessori Quality Development Program: Developing the
Quality of Montessori School Education in Europe Through
Cooperation Partnerships
Acronym: MQDP

BENEFICIARY and Partners:

When a project is approved for an Erasmus+ grant, the applicant organisation becomes a beneficiary by signing a contract with the National or Executive Agency that has selected the project. If the application was made on behalf of other participating organisations, the partners may become co-beneficiaries of the grant.

A partner organisation is an organization formally involved in the project (co-beneficiaries) but not taking the role of coordinator.

What does this mean for us who write the project proposal? We are taking the responsibility to submit the final text of the project proposal once it is agreed with all parties and coordinate the project once it has been approved, also to report it in the end. This means also that our project partners are to fulfill their obligations and tasks, also to keep track of the project implementation.

OVERVIEW

How it is written in the application:

By creating and piloting a NATIONAL IMPLEMENTATION PROGRAM for implementing the GLOBAL SCHOOL ACCREDITATION program (GSA) we aim to enhance the quality of inclusive Montessori education in partner countries and promote values of equality, equity and diversity in education. Our project will also raise awareness among parents about the importance of inclusive education and enable government authorities to make informed decisions about funding and regulations.

How it was discussed amongst partners:

We want to create a program called GLOBAL SCHOOL ACCREDITATION (GSA) to improve Montessori education in partner countries. The program will focus on inclusive education, promoting equality, fairness, and diversity in schools. By implementing GSA, we aim to make

schools better and help parents understand the importance of inclusive education. Additionally, it will provide valuable information to government authorities to make better decisions about funding and regulations for schools.

Activities

1. Creating and piloting a National Implementation Program (NIP) for implementing the GSA in our partner countries
2. Training Evaluators and Coaches in the Czech Republic, Norway, Bulgaria, and Romania
3. Creating evaluating coaching teams that will assess and mentor Montessori schools.
4. Developing a parent handbook and informational videos as part of a public awareness campaign.
5. Creating National Montessori Curriculums with cross-referencing to national educational requirements.

Note: Usually the activities are mentioned in the first part of the application proposal. Then there is a specific TAB where they should be explained in detail. For the good order, it is a good idea to upload an excel table with a detailed timeline specifying it month by month.

Example activities table:

Work Package Activities		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	
WP 1	Project Management	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
WP 2	National Implementation Plan																																
	Research and analysis of current Montessori education	1	2	3	4	5	6	7	8																								
	Development of the NIP				1	2	3	4	5	6	7	8	9	10	11	12	13																
	Development of the handbook for evaluators and coaches	1	2	3	4	5	6	7	8	9	10																						
	Training of evaluators and coaches										1	2	3	4	5	6	7	8															
	Websites development and launch	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16																
	Pilot testing of the NIP																		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Quality development of the NIP																			1	2	3	4	5	6	7	8	9					
	Dissemination and continued implementation - see conferences below																								1	2	3	4	5	6	7	8	9
WP 3	Global Parent Awareness Campaign																																
	Creation of the parent handbook				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
	Creation of series of videos for parent edu				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
	Creation/execution of parent campaign - see conferences below				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
WP 4	Validation of National Montessori Curriculums																																
	Translation of the Norw curriculum and cultural adaptation of national ones				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25				
	Researching and mapping national educational requirements				1	2	3	4	5	6																							
	Cross referencing of the Montessori curriculum with national requirements				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25				
	Validation by national government authorities				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
These events will be incorporated in individual WPs, when relevant to	Conferences																																
	Final AMI conference-Netherlands																																
	Conference in the Czech Republic																																
	Conference in Norway																																
	Conference in Bulgaria																																
	Conference in Romania																																

What we can observe on this activity sheet is that we have the start and end of each activity which is in chronological order. Also we have counted how much time is necessary for each action taken.

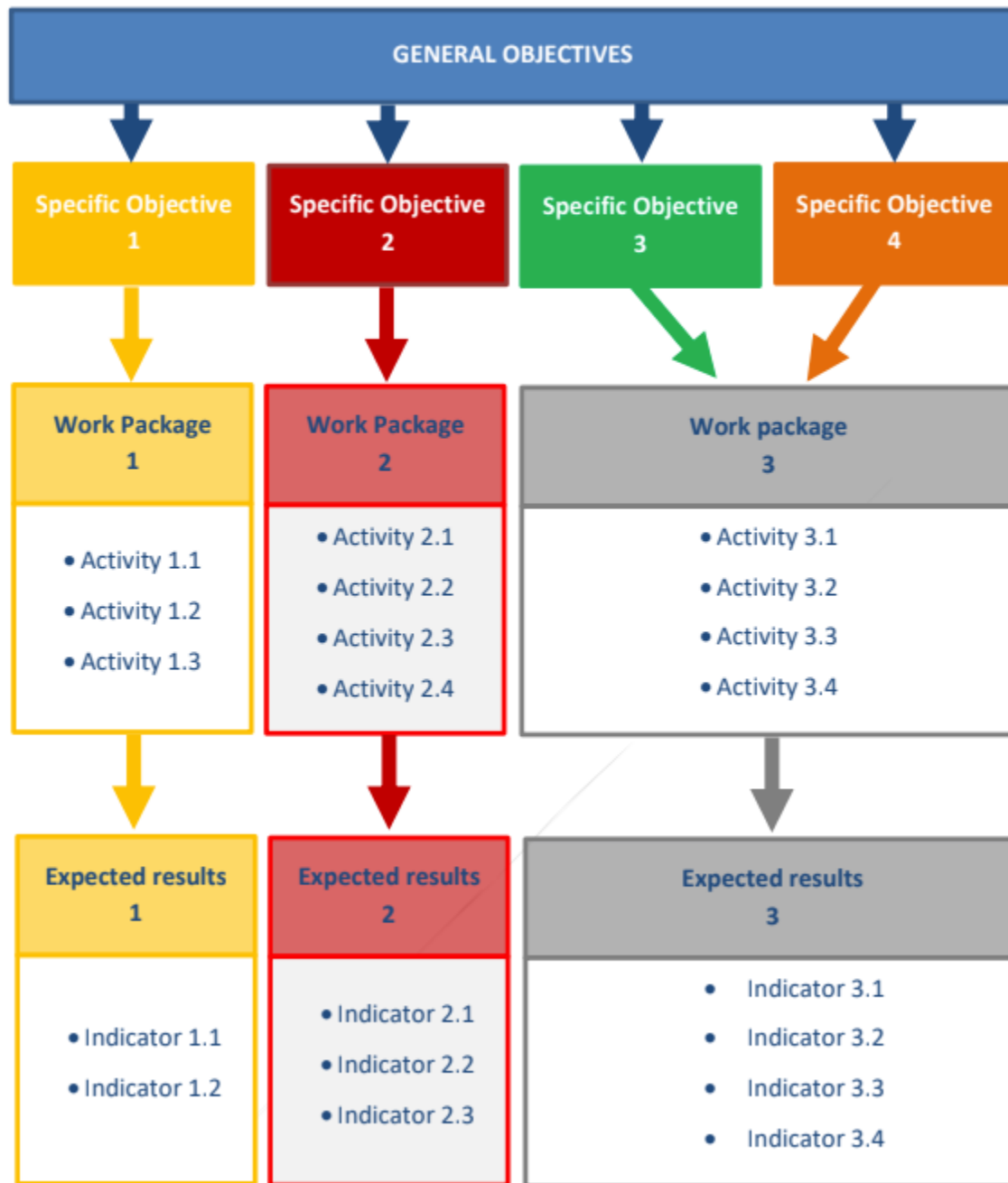
You will find interesting that activities are grouped by type and are called Work packages. “A work package is a mini-project, in a way,” says Rod Baxter, Co-Founder of Value Generation Partners, and author of the Project Management for Success Handbook. Just like a project, your work

package will include all elements, such as a budget, material(s), human resources, and schedules and milestones.

For us who write the project proposal it means that we have to create a clear vision before the project starts , the idea needs to be divided into steps and needs to have timing. Usually, the good practice is to create a meeting or discussion with the project's possible partners and work on a brainstorming and creating a mind map of the project.

Objectives and Indicators:

LOGICAL FRAMEWORK



Objectives

This is a very important part of the project. It is something that people and Team of people who are going to evaluate the project will pay attention to very much.

The Objective of this project is our why? What do we want to achieve? And how? All of this goes through the question When? In order to get to the results. The objectives follow the logic of the implementing of the idea. Each group of activities has its own result. In order to be able to establish what the results are while writing the project proposal the question you ask yourself and you ask your project partners is: What will happen when we do this and how our issues/challenges/problems will be solved?

Indicators:

Results indicators can be quantitative, qualitative, or more commonly, a mixture of both. Moreover, results indicators show how much or how well outcome-based objectives are being or have been achieved; and thus verify the accomplishment of the project's underlying overall goal.

the attributes of a good indicator, emphasizing that indicators should be measurable, feasible, valid, timely, replicable, sustainable, relevant, and comprehensive.

One good example of Indicators is shown as part of our project proposal which we use as an example to illustrate the way we write a successful project proposal:

Objectives	Work Package	Activities	Results	Quantitative Indicators Outline	Amount	Qualitative Indicators Outline
To raise awareness among parents about the importance of high quality inclusive education.	Global Parent Awareness Campaign	Creating a Parent Handbook 1: "Montessori Primary (3-6) Program, What is It Like?" 8	Parent Handbook 1: "Montessori Primary (3-6) Program, What is It Like?" 8	Number of parents who access the handbook	100 x 4	Improvement in parents' understanding of Montessori education and inclusive education after reading the handbook
				Feedback from parents on the usefulness of the handbook	100 x 4	Increased engagement with the Montessori education program, such as enrollment or participation in school activities, among parents who access the handbook
		Creating a Parent Handbook 2: "Montessori Elementary (6-12) Program, What is It Like?" 5	Parent Handbook 2: "Montessori Elementary (6-12) Program, What is It Like?" 8	Number of parents who access the handbook	100 x 4	Improvement in parents' understanding of Montessori education and inclusive education after reading the handbook
				Feedback from parents on the usefulness of the handbook	100 x 4	Increased engagement with the Montessori education program, such as enrollment or participation in school activities, among parents who access the handbook
		Creating a Series of Informative Educational Videos for Parents 5	Series of Informative Educational Videos for Parents 8	Number of views on the videos	100 x 4	Feedback from parents on the usefulness of the videos
				Improvement in parents' understanding of Montessori education and inclusive education after watching the videos	100 x 4	Increased engagement with the Montessori education program, such as enrollment or participation in school activities, among parents who view the videos
		Creating and Executing a Global Awareness Parent Program	Created and Executed Global Awareness Parent Campaign	Number of parents who attend events or access Campaign materials	100 x 4	Feedback from parents on the usefulness of the Campaign materials
				Increased support and advocacy for Montessori education and inclusive education among parents who were reached by the Campaign-	3000 x 3, 18 000, 40 000	Improvement in parents' understanding of Montessori education and inclusive education after engaging with the Campaign

Administrative information needed:

Each partner needs to sign a document called Mandate, in which he declares he approves the application and participates voluntarily.

The beneficiary signs a declaration of honor and also prepares and uploads all additional documents that might be required.

While writing and preparing the application questions may arise and all of them usually find their answers in the erasmus-plus.ec.europa.eu website or can be discussed and decided by the partners. Remember the project needs to be in your heart and mind before it is submitted.

Evaluation of a project proposal comes usually 3-4 months after submission date. It is a letter stating your result and giving directions what needs to be done to improve it if it is declined.

GOOD LUCK and HAPPY WRITING! 