Thank you for joining!
We will begin momentarily

Tips & Strategies for Developing Your Innovation Fund Grant Proposal

THE 2021 U.S.-BRAZIL INNOVATION FUND GRANT COMPETITION

November 17, 2021
A couple notes…

➢ Live Translation

➢ Slides for main presentation available in Portuguese online at www.100kstrongamericas.org/webinars/

➢ Recording & materials available week of November 29
AGENDA

What is the Innovation Fund?
Maggie Hug, Director of Regional Education Initiatives, Bureau of Western Hemisphere Affairs at U.S. Department of State

EducationUSA
Rita Moriconi, Regional Advising Coordinator for South America, EducationUSA

SENAI
Gustavo do Vale Dias Rosa, Superintendent of International Businesses, SENAI

How to Apply, Competition Eligibility & Requirements, Tips & Strategies
Laura Cossette, Senior Program Officer, Partners of the Americas

Tips & Strategies for 100K Partnership Development and Program Implementation
Dr. Jandro Abot, Associate Professor, Department of Mechanical Engineering, Director of International Programs, School of Engineering, The Catholic University of America

Dr. Matthew Flynn, Associate Professor of International Studies & Sociology
Georgia Southern University

Question & Answer

*All webinar materials, including this presentation, and a link to the webinar recording, will be sent to all participants and will be available online at https://www.100kstrongamericas.org/webinars/.
100K INNOVATION FUND

The 100,000 Strong in the Americas Innovation Fund is the dynamic public-private sector partnership between the U.S. Department of State, Embassies, Partners of the Americas, NAFSA: Association of International Educators, corporations, foundations, and higher education institutions.

The Innovation Fund supports the creation of strategic partnerships among higher education institutions in the U.S. and the rest of the Western Hemisphere.
Gustavo do Vale Dias Rosa
Superintendent of International Businesses
SENAI

partners.senai@senaicni.com.br
JOIN THE INNOVATION NETWORK

❖ Connect with other higher education institutions
❖ Receive news and updates about competitions, conferences, webinars, and more
HOW TO APPLY

Learn more at 100kstrongamericas.org/application-portal/
THE 2021 U.S.-BRAZIL INNOVATION FUND GRANT COMPETITION

Generously supported by

Brazil’s National Service of Industrial Training (SENAI)
&
The Bureau of Western Hemisphere Affairs at the U.S. Department of State

Application Deadline: March 28, 2022 at 9:00 AM ET

Learn more at
https://www.100kstrongamericas.org/grants/
AVAILABLE AWARDS

6* Innovation Fund Grants

$34,250 (USD)

*Pending the review process
ELIGIBLE COUNTRIES

Brazil

+ United States
ELIGIBLE PARTNERSHIPS

**Required Partnership**

- 1 U.S. HEI
- 1 SENAI Innovation Institute or Higher Education School

**Recommended Tripartite Partnership**

- 1 U.S. HEI
- 1 SENAI Innovation Institute or Higher Education School
- 1 Other Brazilian Institution*

*Non-SENAI higher education institutions in Brazil are eligible to be a part of a tripartite alliance; however, they cannot be the prime applicant in the proposal. They may only participate as a partnering institution, alongside a U.S. HEI and a SENAI Innovation Center or SENAI Higher Education School, any of which could serve as the prime applicant of the grant.
ELIGIBLE THEMATIC AREAS

- Internet of Things (IoT)
- Cloud Computing
- Big Data
- Cybersecurity
- Artificial Intelligence
- Environment and Climate Solutions
- Human Rights and Public Policy
- Health Sciences and Public Health
- Education (Technology and Distance/Virtual Education)
- Food and Agricultural Sciences
- Water, Sanitation, and Hygiene (WASH)
- Biotechnology
- Business Development
- Science, Technology, Engineering, and Math (STEM)

Unsure if your proposed program falls under one of these categories?

The fields listed here are not a comprehensive list of eligible areas; rather, they serve as recommendations and guidelines. As long as the proposed program falls under one or more of the general themes and the proposed academic discipline(s) can be sufficiently justified in the proposal, it will be considered eligible.

Refer to the RFP for more details.
APPLICATION REQUIREMENTS & COMPONENTS

Application Form
- Summary of Proposed Program
- Program Goals/Objectives
- Program Themes/Areas of Study
- Partnering Institution(s)
- # of Participating Students
- Anticipated Travel/Exchange Timeline
- Description of Student Credit

Technical Narrative
12 pages max (PDF)
- Cover Page (1 page)
- Table of Contents (1 page)
- Executive Summary
- Program Description
- Sustainability Plan
- Institutional Capacity, Challenges, and Opportunities for Growth
- Monitoring & Evaluation Plan

Budget Summary (Excel)

Budget Narrative (PDF)

Supporting Documents
10 pages max (PDF)
- Letters of Support
- CVs of Project Directors
- Additional Attachments

Application Form
- Partner Information Request Form
  Needs to be sent to and completed by your partner institution(s)
  Must be completed by application deadline

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# EVALUATION CRITERIA

## Technical Proposal (80%)
- Cover Page (1 page)
- Table of Contents (1 page)
- Executive Summary & Program Description 40%
- Sustainability Plan 15%
- Institutional Capacity 15%
- Monitoring & Evaluation Plan 10%

## Cost Proposal (20%)
- Budget Summary 15%
- Budget Narrative 5%

## Supporting Documents
- CVs/Resumes
- Letters of Support

All applications and supporting documents must be submitted in English.
EXECUTIVE SUMMARY & PROGRAM DESCRIPTION (40%)

- Clear program goals and objectives, including student learning goals
- Detailed description of student activities
  - Including proposed timeline
- Need for program explained/justified
- Defined number of students that will travel north and/or south
- Student credit

*Make sure reviewers are not left with any questions about the design and purpose of your proposal

Be clear, concise, and specific about the proposed program design, goals and objectives, and student activities.
SUSTAINABILITY PLAN (15%)

- Concrete plans/actions
- How will you secure “buy-in” and support from your and your partnering institutions to continue the program after the year of funding?
- Highlight financial commitments from institutions, community partners, etc.
- How will you receive additional funding?

Make sure to explain how your proposed program will continue after the initial year of 100K funding
Institutional Capacity, Challenges & Opportunities for Growth (15%)

- Demonstrate **capacity** to administer study abroad programs
- Clear awareness of institutional **challenges** & **plans to overcome/address challenges**
- **Opportunities** that may arise from challenges

*For ALL involved institutions*

**Letters of Support**
- Your institution
- Your partnering institution(s)
- Any other involved organizations

**REQUIRED:** Letters of Support + Resumes/CVs of Primary Investigators
INSTITUTIONAL CAPACITY, CHALLENGES & OPPORTUNITIES FOR GROWTH (15%)

- Addresses **all three components** of the section for **all involved institutions**
- **Strong Letters of Support**
  - *All involved institutions*
  - *Provided in English*
- **Does not** address all three components of the section
- **Does not** provide Letters of Support from all involved institutions
- Provides Letters of Support in language other than English

*Why does 100K require all proposal documents to be submitted in English?*
We require all proposal components to be submitted in English because not all of our reviewers speak Spanish/Portuguese

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MONITORING & EVALUATION PLAN (15%)

Make sure to use the 100K M&E template
Click here

- **What?**
  - Target goals, benchmarks/indicators of progress, etc.
- **How?**
  - How will indicators be measured
- **When/How often?**
  - i.e. baseline, throughout, post-award, etc.
- **Who?**
  - Who will be responsible for collecting data?

SMART Goals & Objectives

- **S**pecific
- **M**easurable
- **A**chievable
- **R**ealistic
- **T**imely
MONITORING & EVALUATION PLAN

**Table 1. Monitoring & Evaluation (M&E) Framework - UW-PLATT-UNESP Quantitative International Exchange Student Initiative**

<table>
<thead>
<tr>
<th>Focus &amp; Evaluation</th>
<th>Monitoring</th>
<th>Evaluation Questions</th>
<th>How will we know if this indicator is met?</th>
<th>Source of Data</th>
<th>Who will be involved?</th>
<th>When will the data be collected?</th>
<th>Reporting</th>
<th>How will the results be reported?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effectiveness</td>
<td>Number of students from UNESP that applied to participate in the project</td>
<td>Number of students from UNESP that applied to participate in the project</td>
<td>Records derived from platform available on the UNESP website</td>
<td>Project director</td>
<td>After closing call for UNESP students applications</td>
<td>Data entry assistant</td>
<td>Status report prepared at the end of component 1 (Visit of UNESP students to UW-PLATT)</td>
<td></td>
</tr>
</tbody>
</table>

**Program monitoring and evaluation**

- Key goals for this program include: Contribute to institutional goal of increasing the overall number of students participating in study abroad; contribute to institutional goal of increasing the demographic diversity of study abroad participants at PSU; increase the number of students in identified majors (listed above) participating in study abroad; increase the number of faculty-led study abroad programs.

Using data from 2012 to 2016 as our benchmarks, we will monitor progress on the following indicators to measure progress toward program goals:

- Total annual number of study abroad participants
- Demographic profile of total study abroad participants and program-specific participants
- Number of study abroad participants by major for targeted programs
- Total number of faculty-led study abroad programs

In addition to the above data collection, we will utilize our existing pre- and post-program evaluations to monitor program quality and student learning outcomes for the proposed new programs. The evaluation measures academics, student life, student goals, advising effectiveness, suggestions for program improvement, cultural competency indicators, student perceptions of professional and personal growth from program participation and connection to their academic major. Survey results will be used by program faculty and Education Abroad administrators to ensure continued improvement and program sustainability.

**Calendar of activities/timeline**

- October 2016: Preliminary program development and travel planning
- October 2016: PSU Presidential Delegation visits UFF to sign Memorandum of Understanding

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BUDGET SUMMARY (15%)

Overall clarity (5%)
- Use the 100K template
- Ensure all calculations are correct
- Provide costs in USD $
- Be as specific as possible

Indirect Costs (5%)
Indirect/administrative costs *(Maximum allowable of indirect costs charged to grant is 20%).*

*The lower the indirect costs the better
*Recommend to cost-share indirect costs

Cost-Share (5%)
- Recommended at least 1:1 match (1.5+:1 preferred)
- Cost-sharing from your institution, partner institution(s), and/or outside resources

Examples:
- Personnel/staff time or consultants
- Equipment rental/use
- Student scholarships/stipends provided by the institution/partners/outside resources
- Indirect costs

Note: Expenses covered by students do not count as cost-share.
F. BUDGET NARRATIVE (5%)

- Explain and justify items/activities listed in summary
- Provide cost estimation breakdowns
- How did you calculate the estimate?
- Be as specific as possible

How do I know what costs are allowable?

https://www.100kstrongamericas.org/app-format/
https://www.100kstrongamericas.org/100k-competition-faqs/
PROPOSAL CHECKLIST

- **Executive Summary & Program Description:** Have I clearly defined program goals, objectives, student learning objectives, and activities? Have I justified the need for the program? Have I provided a clear program timeline?

- **Sustainability Plan:** What will the grant allow us to do that we could not do before? How will we continue to implement the program after the grant?

- **Institutional Capacity, Challenges & Opportunities:** What are my [and/or my partner] institution’s current challenges & opportunities to student exchanges? Capacity to administer the program?

- **Monitoring & Evaluation (M&E) Plan:** How will I evaluate the program’s progress and student learning? Track the outcomes and outputs?

- **Budget Summary + Narrative:** Is the budget detailed yet clear and easy to comprehend? Are the Items relevant to the program? Funding sources identified?
FINAL INNOVATION FUND TIPS

- Use provided 100K templates
  - M&E Plan
  - Budget Summary

- Refer to proposal samples
  - Complete proposal
  - Budget Narrative

- Make sure all proposal documents are in English

- Don’t wait!
  - Begin your proposal & create your profile as soon as possible
    https://www.100kstrongamericas.org/application-portal/

When in doubt, refer to our website & the RFP

- Proposal Format & Design Guidelines
- Grant FAQs
- Competition RFP

Available at https://www.100kstrongamericas.org/app-format/
QUESTIONS?

Please submit questions via the “Q&A” in your Zoom window.

Please note that any questions not addressed in this webinar will be answered in a Question & Answer Report, which will be sent to the email you used to register for this webinar.

You can also refer to our Grant FAQs page for answers to the most commonly asked questions.
THANK YOU!

For questions or clarifications, contact the Innovation Fund team:

100kstrongamericas@partners.net

All webinar materials, including this presentation, and a link to the webinar recording will be sent to all participants and will be made available on our website at www.100kstrongamericas.org/webinars/