# Project proposal template

1. **Project title:**
2. **Abstract: (150 words)**
3. **Aim and Research Questions:** (maximum 200 words)
4. **Research problem:** Describe the problem and the purpose of this research (max 1000 words)
5. **Literature review and scientific novelty:** (max 2000 words)

* Describe the state of the art and situate this research in the relevant literature.
* The proposal should explain the scientific relevance of the project by answering how is this research relevant to address the research gap?

1. **Research Design:** Describe the approach and methods to answer the research questions (2000 words)

* *Research questions and aim*
* *Methods:* Describe the methods that will be used for data collection and analysis.
* *Theory:* Describe the concepts and preliminary theories that would be used?

1. **Relevance:**

* *Relevance to Local Democracy:* The proposal should answer the following questions:
  + How is this research useful to local governments?
  + How will this research lead to the strengthening of local democracy?
* *Relevance to the particular call for proposals:* Describe how your research addresses the questions and issues raised in the specific call for proposals.

1. **Project plan with timetable:** make a description of the activities of the project and specify time and person responsible.
2. **Deliverables and communication plan**
3. **Budget:** Specify salary, travels, daily allowances, refreshment for workshops, materials for the intervention, etc. Overhead should be a maximum of 15%.
4. **Country and local government(s) (if applicable):** Write the name of the local government(s) that will benefit and participate in the research project.
5. **Reference list:**

Use academic references using the Harvard System.