

Guidance for good practice and management for partnerships in higher education and research for development

Although it is not compulsory to include all these elements when developing your proposal, the following notes are offered as guidance in order to assist you.

1. Inception phase of the project

Strategic and operational objectives

- Clearly define the educational demand and/or the institutional demand and/or the research problem.
- Clearly formulate and state the educational aims and/or the institutional aims and/or strategic and operational research objectives.

Avoiding duplication of activities and using existing knowledge to its full potential

- Include a scoping study to ensure progress beyond current state of the art knowledge

Actively involving the relevant stakeholders in the activities

- Include a stakeholder analysis based on systematic criteria to identify legitimate stakeholders
- Establish a stakeholder cooperation structure and strategy to be implemented throughout the project process
- Ensure that stakeholders are actively involved in all stages of the project cycle (including the design, planning, implementation, evaluation and dissemination of results)

Capitalising on local research skills

- Show evidence of dialogues between the Austrian institution(s) and institution(s) in the addressed country for the exchange of relevant knowledge and experience and for formulating a shared agenda of higher education and research.
- Highlight any aspects of capacity development within the proposed activities

Symmetrical partnerships between partners

- Ensure that ownership is adequately shared
- Develop a shared code of conduct and agreed working procedures within the partnership

2. Implementation phase of the project

Good management

- Consortia should develop a common vision on concepts in higher education and/or research and/or management, rules of partner engagement, rules and responsibilities of managers, researchers, lecturers and other stakeholders.
- Project managers should have experience in higher education and/or experience of interdisciplinary and demand-led research.
- Aim for an integrated approach of inter-, multidisciplinary and trans-cultural teams

3. Communication and dissemination of the project

Dissemination of research results

- Ensure dissemination is targeted to different user groups in terms of the level of content and delivery mechanisms and takes the digital divide into account
- Ensure that the language used is suitable for the user group
- Develop and use quantitative and qualitative measurements for dissemination evaluation
- Ensure to use Open Access publication

Make better use of results

- Facilitate multi-stakeholder dialogues
- Demonstrate how partnerships will be used to promote networking and knowledge sharing

4. Monitoring and evaluation of the project

Impact and outcome assessment

- Include outcome planning and monitoring components in the project proposal