THE PROJECT:

Write a Project
Make a Change

PRESENTS

An instructional short guide to Erasmus+ project writing

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Useful websites:
www.erasmusplus.ro
www.anpcdefp.ro
Before you write a project

- be motivated and know your motivation
- form a team that you trust and that you love working with
- choose partners that you know personally (or create a relation with online partners)
  * find the needs of your target group
  * find the needs of your community
  * see what type of project you want to write (Key Action) and read the specific details from the Erasmus+ guide

Writing time

- choose a subject that you like and that responds to the needs of your target group, partners and community involved
- make a problem tree
- transform the problem tree into a solution tree
- choose the problems and the needs that you can respond to with your project, don’t try to change the word with one project, try just to make a small step towards that goal
- plan your objectives, make them S.M.A.R.T.
  * choose interactive activities together with your target group
  * involve stakeholders and communicate with them
  * make a dissemination plan and make sure you think outside the box
  * your impact should be sustainable in the long term
- submit the application on time

Make sure:

- you divide clear task between your partners (include them in your partner agreement)
- you permanently communicate with your partner: Skype, Facebook, Google Docs, e-mail, phone
- you involve your target group in all the process: writing, preparing and implementation

Keep in mind that your project should:

- respond to Erasmus+ objectives
- include young people with fewer opportunities
- be written together with your partners
- respond to the needs of your community and to young people needs
- be creative, innovative
- quality is always better than quantity
- give clear answers
- offer real examples; don’t use nice sentences that don’t mean anything
- keep a clear connection between the project purpose, objectives, activities, methods uses and the expected impact
- describe some of the methods you want to use; make sure you use non-formal methods
- be clear, be concise

Objectives should be S.M.A.R.T.:

Specific – target a specific group, make clear what you want to achieve
Measurable – quantify the number of participants, the period of activities
Achievable – can be achieved with the given resources
Realistic – make sure you don’t ask the impossible; water can contain gold but it cannot be transformed into gold 😊
Time-bound – specify a period of time that you set for achieving your goals, communication, conflict management, co-operation, teamwork, trust.
How to Identify the needs of a target group

- Ask them what they like, what they want, in what kind of projects they will like to be involved
- Ask them how they spend their time
- Ask them what other cultures they would want to discover
- Find out if they have stereotypes about other cultures
- Involve them into open discussions; offer them simple questioners about needs and passions
- Present movies, pictures from other projects, find out what they like/dislike
- Use non-formal methods such as 20-5-1

Non-formal method for finding the needs of your target group: 20-5-1

- ask participants to write on a piece of paper 20 words that define them, 20 characteristics like smart, eager, beautiful, etc
- after they wrote down this 20 words, ask them to choose 5 that are the most important to them
- Help them to transform these 5 words into 5 needs of development (for example: smart: Get involved into activities that will help me learn more and become smarter, beautiful: find out new ways in order to maintain my beauty, etc.)
- let them enough time to select one of this 5 needs of development, the one that is the most important to them, the one that they already want to start working in order to resolve it
- you can also help them priorities the 5 needs and find solutions in order to respond to all of them
- ask participants to come with activities, ideas of projects that could respond to that needs

How to motivate young people to get more involved in projects

- find out their needs and make sure that your project responds to that needs
- ask what their passions, hobbies are and try to add that to the project
- for teams and give them specific tasks, let them choose according to what they feel more attracted to
- consult them about location and partner countries
- offer them the chance to participate in projects in other countries
- use new media in your project: for promoting, dissemination and even online activities
- when you choose a location for the activities, make sure to also include their favorite places: park, bars, sports field
- let them be creative, use brain storming as a method to improve your project activities
- make them feel useful and make them understand that this is their project and their chance to become better

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