

**REPUBLIC OF TUNISIA**

**Ministry of Higher Education and Scientific Research**

***Future European Tunisian Research Innovation***

***Cooperation (FETRIC)***

**Work package 2- Task 2.1**

**Plan for improving the innovation management capacity of**

**Research Centers**

**PROPOSAL FORM**

Proposal form must be filled out, signed and (1) sent by post, or (2) deposited directly to the Central Registry Office of the MHESR, **and mailed to the following address**: fetrich2020@yahoo.fr (with delivery notification) with the following indication:

**« Do not open, call for proposals for the elaboration of plans for improving the innovation management capacity of Research Centers »**

**Future European Tunisian Research Innovation Cooperation (FETRIC)**

**Ministry of Higher Education and Scientific Research**

**Registry Office of the General Directorate of Scientific Research**

**7th Floor, 50 Avenue Mohamed V, 1030 Tunisia.**

**I/ General informations**

|  |  |
| --- | --- |
| Research Center / Laboratory |  |
| Name of the head of the structure |  |
| Research fields | Scarcity of resources | ☐ |
| Energy with a focus on renewable energy and energy saving; | ☐ |
| Agriculture, biotechnology and high quality affordable food | ☐ |
| Number of Statutory researchers |  |
| Number of Statutory researchers of category A (Professors or Associate Professors) |  |
| Research laboratories |  |
| Research units |  |
| Web site |  |
| E-mail address |  |
| Postal address |  |
| Telephone |  |
| Contact for this proposal |  |

**II/ Environmental analysis**

*Carrying out this analysis will often be illuminating - both in terms of pointing out what needs to be done, and in putting problems into perspective.*

|  |
| --- |
| **Strengths (**What are your advantages?, What do you do well?, What relevant resources do you have access to?...) |

|  |
| --- |
| **Weaknesses (**What could you improve?, What do you do badly?, What should you avoid?,...) |

|  |
| --- |
| **Opportunities (**Where are the good opportunities in front of you?, What are the interesting trends you are aware of?) *Useful opportunities can come from such things as: changes in technology and markets on both a broad and narrow scale, changes in government policy related to your field, changes in social patterns, population profiles, lifestyles, etc.* |

|  |
| --- |
| **Threats (**What obstacles do you face?, Are the required specifications for your mission changing?, Is changing technology threatening your position?, Could any of your weaknesses seriously threaten your mission?...) |

**III/ Problems analysis**

*The problem analysis is the phase in which the negative aspects of a [given situation](http://www.sswm.info/category/planning-process-tools/decision-making%22%20%5Cl%20%22Situation%20and%20Problem%20Analysis) are identified, establishing the cause and effect relationship between the observed problems.*

***Procedure****: Identifying key problems and determining cause & effect relationships*

|  |
| --- |
| **Main problem** |

|  |
| --- |
| **Causes of the main problem** |

|  |
| --- |
| **Effects of the main problem**  |

**IV/ Objectives analysis**

***The objective analysis*** *is made by transforming the hierarchy of problems into a hierarchy of objectives describing future conditions which are desirable and realistically achievable.*

***Procedure****: Describe the situation in the future once identified problems have been remedied; verify the hierarchy of objectives; and illustrate the means-ends relationships*

|  |
| --- |
| **General objective** |

|  |
| --- |
| **Specific objectives** |

**V/Expected results and activities**

*Key questions to think about when developing expected results:*

* *What capacities will change as a result of your project?*
* *What results will be achieved in the short, medium and long term?*
* *What processes will be necessary to achieve the results?*
* *Who will be held accountable for results?*
* ***Procedure****: Describe the situation in the future once identified problems have been remedied; verify the hierarchy of objectives; and illustrate the means-ends relationships*

|  |
| --- |
| **Expected results**  |

|  |
| --- |
| **Activities** |

**VI/ Alternatives analysis**

*Identifying different strategies to achieve solution and selecting most appropriate strategy.*

***Procedure of selecting most appropriate strategy*** *: Make an assessment of the feasibility of the different alternatives, and select one of the alternatives as the activity strategy.*

|  |
| --- |
| **Alternatives** |

|  |
| --- |
| **Appropriate strategy** *(according to local needs and priorities)* |

**VII/ key Stakeholders identification**

*Stakeholders are those who may be affected by or have a positive or negative effect on an effort.  They may also include people who have a strong interest in the effort for academic, philosophical, or political reason.*

|  |
| --- |
| **Key Stakeholders** |

**VIII/ Roles and responsibilities in the implementation**

*Identify the team members participating in the self-assessment processes and the respective responsibilities of the team members. The following table records the quality, accountability and the degree of commitment of the working groups established in the research center.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Affiliation** | **Position and/or areas of expertise** | **Responsibilities in the implementation of the project** | **Time reserved for the project (week/hours)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |
| --- | --- |
| **Proposal contact**  | **Legal representative** |
|  *Date and signature*  |  *Date and signature*  |