Guidelines
Project outline Socially Relevant Internships and Student Teams

Objective: What do you want to achieve with your project? What problems do you want to solve, or what situation do you want to improve? And how will your project do that?

Formulate this objective SMART (specific, measurable, acceptable, realistic, and time-bound). You can state several results, including intermediate results. Prioritize and distinguish between the minimum deliverables needed to call the project successful.

Target group and necessity: Clearly describe the existing situation that is the reason why you want to carry out the project and why you want to take it up now.

The content of the project: Describe what activities you will undertake to realize your goal. In what order will these activities be carried out, which parties are involved, etc. How does it fit into your teaching and has it been approved there? Include a letter of recommendation from your supervisor.

Timeline: When will it start and how long will the project take? Budget: The budget should be clear, accurate and realistic. Are there other funders? Mention these as well.

Manpower: With whom are you going to do the project, with other students, scientists?

Stakeholders: Which relevant parties will you work with, and which parties will benefit from this project?

Evaluation: When is the project successful?

Bank details: IBAN number to which the advance payment can be made.

Applications must be submitted no later than 2 months before the start of the project.

Address your application to:
Universiteitsfonds Eindhoven, attn. Mr. A.C.P.M. Backx via the e-mail address ufe@tue.nl.