



14 April 2014

**Expertgruppen för utvärdering och analys av  
Sveriges internationella bistånd**

*UD 2013:01*

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**Guidelines for project synopses**

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The Expert Group for Evaluation and Analysis of Swedish International Aid has the overall task to contribute to the improvement of Swedish development cooperation.

Working methods include the commissioning of studies, written by authors in consultation with specific reference groups. Reports will be disseminated through seminars, workshops or other knowledge sharing activities.

Authors are asked to include time for reference group meetings and dissemination activities in their project planning. Reports should be written in accessible language, preferably be brief and contain executive summary and conclusion.

Conclusions should be based on theory or proven experience. The author should think of policy recommendations and if there are any include those in the report. Effects for partner countries should be considered.

Project proposals directed to the Expert Group should not exceed three (3) pages and contain the following information:

- Background to the project theme – how would this study contribute to the overall aim of the Expert Group?
- Project theme/ question – formulated as precise as possible;
- Method/s and literature to be used;
- Scope of the study and tentative results;
- Estimated length of report;
- Estimated time for the study, and time period for its execution;
- Name/s of author/s, and contact information.