International project and grant activities and startup management

Syllabus of the academic discipline (Syllabus)

Academic discipline requirements	
Level of higher education	*Second (Master's) (Educational and Scientific)*
Discipline	*05 Social and Behavioral Sciences*
Specialty	*054 Sociology*
Educational program	*Social data analytics*
Discipline status	*Regulatory*
Form of study	*full-time (day)*
Year of training, semester	*2nd year, fall/spring semester*
Scope of the discipline	*5 ECTS credits / 150 hours (lectures - 18 hours, seminars - 36 hours, independent work - 96 hours)*
Semester control/control measures	*Exam, modular test*
Class schedule	*Lectures (once every two weeks, starting from the 1st week), seminar classes (once a week)* *http://roz.kpi.ua/*
Language of instruction	*Ukrainian*
Information about the course leader/teachers	Lecturer: *Assoc. Prof. (Historical Sciences) Perga Iurii Mykolayovych,* *perga.iurii@lll.kpi.ua* Seminar: Assoc. Prof. Ph.D. Perga Iurii Mykolayovych, perga.iurii@lll.kpi.ua
Course placement	*https://do.ipo.kpi.ua/course*

Academic discipline program

1. Description of the academic discipline, its purpose, subject of study and learning outcomes

Description of the academic discipline: The course "International Project and Grant Activities and Startup Management" is aimed at familiarizing students with the basic principles, methods and tools of project management in an international context. As part of the course, students learn about the mechanisms of finding grants, writing project applications, managing projects at different stages of their implementation, as well as the specifics of creating and developing startups. The course also considers issues of international cooperation and an interdisciplinary approach to project activities.

Objective of the course: The aim of the course is to develop in students the competencies necessary for the successful implementation of international projects and startups, in particular the ability to analyze needs and opportunities, develop projects, find financing and effectively manage resources. The course is aimed at preparing students for professional activity in a global economy and interdisciplinary environment.

Subject of study: The subject of the academic discipline is international project and grant activities, project management and startup management in various socio-economic contexts, which includes theoretical foundations, methods of planning, financing, implementation and evaluation of projects.

Upon completion of the course, students should demonstrate the following learning outcomes:

Knowledge and understanding:
- Mastering the basics of project management, particularly in the context of international activities.
- Understanding the principles and methods of writing grant applications and seeking funding for projects.
- Knowledge of the stages of startup development from idea to market entry.

Skills:
- Ability to develop, plan and manage international projects taking into account cultural, social and economic factors.
- Using modern tools and methods for managing projects and startups.
- Ability to communicate and cooperate with international partners, understand and take into account
* their interests and needs.*

Competencies:
- The ability to apply knowledge and skills to solve practical problems in the field of project management and startup management.
- Ability to analyze and manage risks during project implementation.
- The ability to generate new ideas, develop innovative projects and ensure their successful implementation at the international level.

According to the requirements of the ONP, the purpose of teaching the academic discipline is to form in students as future professionals the following abilities :

— *GC 03 - Ability to communicate with representatives of other professional groups at different levels (with experts from other fields of knowledge/types of economic activity).*

— *GC 04 - Ability to work in an international context.*

— *ZK 05 - Ability to evaluate and ensure the quality of work performed.*

— *FC 05 - Ability to discuss the results of sociological research and projects in Ukrainian and foreign languages.*

— *FC 07 - Ability to develop and evaluate social projects and programs.*

— *FC 08 - Ability to cooperate with European and Euro-Atlantic institutions.*

— *FC 10 - Ability to present the results of scientific research and prepare scientific reports and publications.*

According to the requirements of the educational and scientific program, after mastering the academic discipline, students must demonstrate the following learning outcomes:

— *PRN 03 - Develop and implement social and interdisciplinary projects, taking into account social, economic, legal, environmental and other aspects of public life.*

— *PRN 06 - Communicate freely orally and in writing in Ukrainian and one of the foreign languages when discussing professional issues, research and innovations in the field of sociology and related sciences, including in the context of cooperation with European and Euro-Atlantic institutions.*

— *PRN 11 - Summarize the results of one's own scientific research and present them in scientific reports and publications*

2. Prerequisites and postrequisites of the discipline (place in the structural and logical scheme of study according to the relevant educational program)

Prerequisites : *To successfully master the discipline "International Project and Grant Activities and Startup Management", students must have the following knowledge and skills:*

1. **Basic knowledge of sociology and social sciences:**
   - Disciplines: "Introduction to Analytical Sociology", "Theories of Social Behavior in Modern Sociology".
   - Ability   to analyze social phenomena and processes using modern sociological theories and concepts.

2. **Data analysis basics:**
   - Disciplines: "Computer analysis of social information and data visualization", "Methods of multidimensional analysis in sociology".
   - Ability to work with large data sets using statistical software.

3. **Information technology skills:**
   - Disciplines: "Programming Languages R and Python in Statistical Computing", "OSINT Technologies in Sociological Research".
   - Ability to use programming languages and tools for processing social information.

Post-requisites : Learning outcomes in this discipline will be necessary for the successful completion of the following courses and the performance of scientific research:

1. **Methodology and methods of sociological research in the digital age:**
   - Using acquired knowledge in compiling and conducting sociological research using the latest technologies.

2. **Big data analysis and artificial intelligence:**
   - Applying project management and big data skills to sociological analysis.

3. **Research work on the topic of the master's thesis:**
   - Using knowledge to prepare and implement research projects at the master's thesis level.

3. Content of the academic discipline

Content of the academic discipline

1. **Introduction to international project and grant activities and startup management**
   - Basic concepts and approaches to project management.
   - Types of international grants and projects.
   - Overview of funding opportunities at the international level.

2. **European Commission grant programs: opportunities and application procedures**
   - Horizon Programs Europe , Erasmus +, Creative Europe .
   - Requirements for participants and rules for submitting applications.
   - Application evaluation procedure and project selection.

3. **Grant application development: structure and basic requirements**
   - Grant application structure.
   - The main components of a successful application: problem, goal, objectives, action plan, budget.
   - Requirements for the preparation and execution of documentation.

4. **International project management: planning, monitoring and evaluation**
   - Project management principles.
   - Development of a project plan and risk management.

- o *Methods of monitoring and evaluating project effectiveness.*

5. **Financial management in international projects**
   - o *Project budget planning.*
   - o *Financial reporting and cost control.*
   - o *Financial risks and their management.*

6. **Legal aspects of international project activities**
   - o *Legal requirements for participants in international projects.*
   - o *Conclusion of international treaties and contracts.*
   - o *Intellectual property within international projects.*

7. **Startup management: from idea to implementation**
   - o *The main stages of startup development.*
   - o *Market analysis and target audience identification.*
   - o *Building a business model and market entry strategy.*

8. **Startup financing: opportunities and tools**
   - o *Sources of funding for startups: investors, venture funds, crowdfunding .*
   - o *Developing a startup financial plan.*
   - o *Estimating the value of a startup and preparing for negotiations with investors.*

9. **Successful international projects and startups: case stages and analysis**
   - o *Analysis of successful cases of international projects.*
   - o *Studying examples of startups that have received international funding.*
   - o *Discussion of success factors and lessons that can be learned from these examples.*

4. Educational materials and resources

Main literature:

1. *PMI. (2017). A Guide this Project Management Body of Knowledge (PMBOK Guide) (6th Edition). Project Management Institute .*

2. *European Commission . (2021). Horizon Europe Work Program 2021-2022.*

3. *Ries , E. (2011). The Lean Startup : How Today's Entrepreneurs Use Continuous Innovation this Create Radically Successful Businesses . Crown Business .*

4. *Lock , D. (2020). Project Management . Gower Publishing , Ltd.*

5. *Kuratko , DF (2016). Entrepreneurship : Theory , Process , Practice . Cengage Learning .*

Additional literature:

1. *Barker , S. (2014). Brilliant Project Management : What the Best Project Managers Know , Do and Say . Pearson UK.*

2. *European Union . (2020). Erasmus + Programme Guide .*

3. *Blank , S. (2013). The Four Steps this the Epiphany : Successful Strategies for Products that Win . K & S Ranch .*

4. *Zott , C., & Amit , R. (2010). Business Model Design : An Activity System Perspective . Long Range Planning , 43(2-3), 216-226.*

5. *Collins , J. (2001). Good this Great : Why Some Companies Make the Leap ... and Others Don't . Harper Business .*

6. Smith , P. (2019). *Project Leadership . Routledge .*

7. Kleiner , A. (2011). *The Age of Heretics : A History of the Radical Thinkers Who Reinvented Corporate Management . Jossey-Bass .*

8. Osterwalder , A., & Pigneur , Y. (2010). *Business Model Generation : A Handbook for Visionaries , Game Changers , and Challengers . John Wiley & Sons .*

9. Gann , DM, & Salter , AJ (2014). *Innovation in Project- Based , Service-Enhanced Firms : The Construction of Complex Products and Systems . Research Policy , 29(7-8), 955-972.*

10. European Commission . (2020). *LIFE Programme Guide .*

11. Grigoriev, E.M., Vlasyuk, O.S. (2019). *Project Management: Textbook. Kyiv: KNEU Publishing House.*

12. Kutsenko, V.I., Trokhymenko, L.M. (2018). *Startups and innovative business models: a textbook. Lviv: Lviv Polytechnic.*

13. Ivanov, V.I., Bilous, O.S. (2020). *Grant programs and international project activities: a textbook. Kyiv: Publishing house "Kyiv-Mohyla Academy".*

14. Lipkan , V.A. (2017). *Project Management: Methodological Guide. Kyiv: NAPU under the President of Ukraine.*

15. Tymoshenko, O. (2019). *Strategic Management of Startups: Ukrainian Context. Kharkiv: Folio.*

16. Danylenko, V.I., Vlasyuk, V.M. (2018). *Innovation Project Management . Kyiv: Naukova Dumka.*

17. Lytvyn, V.M. (2020). *Entrepreneurship and Startup Management in Ukraine: A Practical Guide. Kyiv: NAU Publishing House.*

18. Kovalenko, V.I., Shevchuk, I.V. (2019). *Innovative Development: Challenges and Opportunities for Ukraine. Kyiv: Institute of Economics and Forecasting of the NAS of Ukraine.*

19. Petrov, S.V. (2017). *Organization and Management of International Projects . Lviv: Lviv University Publishing House.*

20. Shevchuk, O.V. (2021). *Project Management in Education: Ukrainian Realities and Prospects. Kyiv: Igor Sikorsky Kyiv Polytechnic Institute Publishing House.*

Educational content

5. Methodology for mastering an academic discipline (educational component)

Distribution of hours by topic

5.1 Lecture classes (9 classes)

1. ***Introduction to international project and grant activities and startup management***
    o   *1 lecture (2 hours)*
    o   *Subtopics for independent work:*
        ▪   *Basic concepts of project management.*
        ▪   *Overview of international grant programs.*
        ▪   *Basics of startup management.*

2. ***European Commission grant programs: opportunities and application procedures***
    o   *1 lecture (2 hours)*
    o   *Subtopics for independent work:*
        ▪   *Horizon Program Europe : goals and objectives.*
        ▪   *Conditions of participation in the Erasmus + program.*

- ▪ *Creative Europe: grant opportunities for culture.*

3. ***Grant application development: structure and basic requirements***

   - o *1 lecture (2 hours)*
   - o *Subtopics for independent work:*
     - ▪ *Grant application structure.*
     - ▪ *Requirements for document processing.*
     - ▪ *Main mistakes when submitting grant applications.*

4. ***International project management: planning, monitoring and evaluation***

   - o *1 lecture (2 hours)*
   - o *Subtopics for independent work:*
     - ▪ *Planning international projects.*
     - ▪ *Risk management in projects.*
     - ▪ *Methods of monitoring and evaluating projects.*

5. ***Financial management in international projects***
   - o *1 lecture (2 hours)Subtopics for independent work:*
     - ▪ *Project budgeting.*
     - ▪ *Financial control and reporting.*
     - ▪ *Financial risk management.*

6. ***Legal aspects of international project activities***

   - o *1 lecture (2 hours)*
   - o *Subtopics for independent work:*
     - ▪ *Legal aspects of international treaties.*
     - ▪ *Intellectual property in projects.*
     - ▪ *Requirements for legal support of projects.*

7. ***Startup management: from idea to implementation***

   - o *1 lecture (2 hours)*
   - o *Subtopics for independent work:*
     - ▪ *Creating a business model for a startup.*
     - ▪ *Marketing research for a startup.*
     - ▪ *Stages of startup development.*

8. ***Startup financing: opportunities and tools***

   - o *1 lecture (2 hours)*
   - o *Subtopics for independent work:*
     - ▪ *Sources of funding for startups.*
     - ▪ *Crowdfunding as a financing tool.*
     - ▪ *Preparation for negotiations with investors.*

9. ***Successful international projects and startups: case stages and analysis***

   - o *1 lecture (2 hours)*

- o *Subtopics for independent work:*
  - ▪ *Analysis of successful cases of international projects.*
  - ▪ *Studying examples of successful startups.*
  - ▪ *Success factors in international projects and startups.*

5.2 Seminar classes (18 classes)

1. **Overview of the basic concepts of project management and startup management**
   - o *2 lessons (4 hours)*
   - o *Topics for discussion:*
     - ▪ *Defining the main stages of project management.*
     - ▪ *Analysis of examples of successful international projects.*
     - ▪ *Discussion of key success factors for startups.*

2. **European Commission grant programs: preparing for application submission**
   - o *2 lessons (4 hours)*
   - o *Topics for discussion:*
     - ▪ *Analysis of requirements for participation in grant programs.*
     - ▪ *Practical task: preparing a grant application.*
     - ▪ *Discussion of common mistakes when submitting applications.*

3. **Structure and development of grant applications**
   - o *2 lessons (4 hours)*
   - o *Topics for discussion:*
     - ▪ *Development of the issues and goals of the grant project.*
     - ▪ *Practical task: drawing up an action plan for a grant project.*
     - ▪ *Budget development and project cost estimation.*

4. **Risk management and monitoring in international projects**
   - o *2 classes (4 hours)*
   - o *Topics for discussion:*
     - ▪ *Identification and assessment of risks in projects.*
     - ▪ *Project activity monitoring methodologies.*
     - ▪ *Discussion of examples of successful risk management.*

5. **Financial management and reporting in projects**
   - o *2 classes (4 hours)*
   - o *Topics for discussion:*
     - ▪ *Developing a budget for an international project.*
     - ▪ *Financial reporting: requirements and examples.*
     - ▪ *Discussion of financial risk management issues.*

6. **Legal aspects and legal requirements for project activities**
   - o *2 classes (4 hours)*
   - o *Topics for discussion:*

- Legal aspects of concluding international treaties.
- Intellectual property in project activities.
- Legal support for international projects.

7. **Developing a business model for a startup**

  o 2 classes (4 hours)

  o Topics for discussion:

    - Creating a business model: tools and approaches.
    - Discussion of examples of successful business models.
    - Practical task: developing a business model for a startup.

8. **Startup Financing: Preparing for Negotiations**

  o 1 lesson (2 hours)

  o Topics for discussion:
    - Sources of financing: benefits and risks.
    - Preparing a financial presentation for investors.
    - Discussion of negotiation strategies with investors.

9. **Analysis of successful international projects and startups**

  o 1 lesson (2 hours)

  o Topics for discussion:

    - Analysis of cases of successful international projects.
    - Studying successful startups using real-life case studies.
    - Success factors and main conclusions from cases.

10. **Modular test work**

  o 1 lesson (2 hours)

  11. **Test**

  o 1 lesson (2 hours)

6. Independent work of a student/postgraduate student

The student's independent work includes the following activities:

Preparation for lectures and seminars (40 hours):

  o Studying educational materials recommended by the teacher.

  o Review of additional literature, including scientific articles and publications.

  o Taking notes on the main topics of the course.

Solving practical problems (10 hours):

- Case analysis and problem solving related to international project and grant activities and startup management.

- Using   the knowledge gained to develop possible strategies for solving the tasks set.

Preparation for the modular test (MKR) (8 hours):

- Repetition and systematization of material learned in lectures and seminars.

- Practice answering possible MCR questions.

Independent analysis of cases of successful international projects and startups *(8 hours):*

- *Studying specific examples of successful project implementation.*
- *Writing a short analysis or report on the success factors of selected cases.*

Exam preparation *(30 hours):*

- *It includes repeating and systematizing all the studied material, preparing answers to questions from the list for the exam.*

Policy and control

7. Academic discipline policy (educational component)

Academic integrity is one of the key principles of the educational process, ensuring the quality of education and training of specialists. Within the course "International Project and Grant Activities and Startup Management", adherence to the principles of academic integrity is mandatory for all students.

Basic principles of academic integrity:

1. *Independent Assignments: All work submitted for assessment must be completed by the student personally. The use of third-party assistance or plagiarism is not permitted.*
2. *Honesty and transparency: Any use of third-party sources of information (scientific articles, textbooks, Internet resources) must be correctly indicated in the form of references.*
3. *Respect for intellectual property: All materials used during the performance of tasks or preparation of projects must be properly documented with the sources indicated.*

Liability for violations:

1. *Plagiarism: Using someone else's work without proper citation is a gross violation of academic integrity and carries negative consequences, including a failing grade for an assignment or expulsion from the course.*
2. *Improper use of assistance: Giving or receiving assistance while completing tests or exams is also considered a violation and may result in the cancellation of results.*
3. *Falsification of data: The use of fabricated or distorted data in written work or research projects is unacceptable and may result in a failing grade or other sanctions.*

Procedure for appealing grades:

1. *Appeal: A student has the right to appeal the assessment results if they believe that the assessment does not reflect their knowledge or violates the assessment rules. The appeal must be submitted in writing to the course instructor.*
2. *Appeal review: Appeals are reviewed by the teacher or commission within 10 business days from the date of submission. The decision on the appeal is communicated to the student in writing.*

Supporting academic integrity:

1. *Consultations: The course instructor is always open to consultations regarding the correct use of information sources and the design of papers.*
2. *Access to Resources: Students are provided with access to library and electronic resources to ensure independent completion of assignments.*
3. *Constant monitoring: During the task completion process, anti-plagiarism software is used to check the independence of students' work.*

8. Types of control and rating system for assessing learning outcomes (RSO)

8.1 Evaluation system

Student knowledge is assessed on a 100-point scale, which consists of:

- Exam – 50 points
- Modular test (MKR) – 14 points
- Participation in seminar classes – 36 points

8.2 Evaluation criteria

- Exam (50 points): The exam includes test tasks, open-ended questions and/or practical tasks. The maximum score for the exam is 50 points. To receive a grade, the student must demonstrate a sufficient level of knowledge of all course topics.

  Each ticket has two questions. Each question is worth 25 points.
  The grading system for each question:

  – "excellent", complete answer to the question (at least 90% of the required information) – 23 - 25 points;

  – "good", sufficiently complete answer (at least 75% of the required information, minor inaccuracies) – 16 -22 points;

  – "satisfactory", incomplete answer (at least 60% of the required information and some errors) – 6-15 points;

  – "unsatisfactory", unsatisfactory answer – 0-14 points

- Modular Test (14 points): The MKR is held mid-semester and covers the main topics covered at that time. The maximum score for the MKR is 14 points.

  – "excellent" - a complete answer (at least 90% of the required information) - 14-17 points;
  "good" - a sufficiently complete answer (at least 75% of the required information), or a complete answer with minor inaccuracies - 11-13 points;

  – "satisfactory" - incomplete answer (at least 60% of the required information) and minor errors - 7-10 points;

  – "Unsatisfactory" - the answer does not meet the requirements for "satisfactory" - 0-6 points.

- Seminars (36 points): The grade for seminars is based on student activity, preparation for the class, quality completion of assignments, and participation in discussions. The maximum grade for seminars is 36 points.

8.3 Conditions for successful completion of the course

To successfully complete the course, a student must score at least 60 points in the final grade, taking into account all types of control. If the student scores less than 60 points, he/she has the right to retake the exam or take additional assignments.

Table of correspondence of rating points to grades on the university scale:

Number of points	Rating
100-95	Perfectly
94-85	Very good
84-75	Good
74-65	Satisfactorily
64-60	Enough
Less than 60	Unsatisfactoril y
Admission conditions not met	Not allowed

9. Additional information on the discipline (educational component)

Mastering distance learning courses

At the request of the applicant, in conditions that do not contribute to regular attendance of classes, it is allowed to study individual substantive parts of the educational component in asynchronous mode, in particular, through the mastery of distance courses. To be taken into account in the evaluation system for points for mastering such courses, they must correspond in content to the syllabus , be agreed with the teacher, and to confirm the completion of the courses, the student must provide an appropriate document indicating the name and volume in hours. Recognition of the results of informal education occurs in the manner specified in the relevant Regulation of Igor Sikorsky Kyiv Polytechnic Institute https://osvita.kpi.ua/node/179.

List of exam questions

1. What is project management and what are its main stages?
2. What are the main types of international grant programs do you know?
3. Describe the Horizon program Europe and its main goals.
4. Erasmus + participants ?
5. What is a grant application and what are its main components?
6. How is planning carried out in project management?
7. What is risk management in international projects?
8. What monitoring methods are used in international projects?
9. How to develop a budget for an international project?
10. What are the features of financial reporting in international projects?
11. What legal requirements exist for concluding international agreements?
12. What is intellectual property and how is it protected within international projects?
13. What is a startup and what are the main stages of its development?
14. How is a market analysis conducted for a startup?
15. What is a business model and what are its main elements?
16. What sources of funding for startups do you know?
17. What is crowdfunding and how does it work?
18. What are the main criteria for evaluating a startup when attracting investors?
19. How to prepare a financial plan for a startup?
20. What strategies for negotiating with investors do you know?
21. How are grant applications evaluated by the European Commission?
22. What is modular control in international projects?
23. How is legal support for international projects provided?
24. What are the risks involved in concluding international agreements?
25. How to build an effective team to implement an international project?
26. What methods of conflict management in international projects do you know?
27. What is the financial sustainability of a project and how to ensure it?
28. How to evaluate the effectiveness of an international project?
29. What are the main problems that arise when implementing international startups?

30. What success factors for international projects and startups can you identify based on the cases studied?

The working program of the academic discipline (syllabus):

Compiled by Associate Professor of the Department of History, Candidate of Historical Sciences, Assoc. Prof., Perga Yuriy Mykolayovych

Approved by the Department of History (Minutes No. 17 dated 06/12/2024)

Approved by the Methodological Commission of the Faculty of Sociology and Law (Minutes No. 9 dated 06/26/2024)