

Strengthening Proposal Writing Skills through Research Grants and PKM Bima Workshop

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ABSTRAK

Workshop Penulisan Proposal Hibah Penelitian dan PKM di FKIP UNTAN bertujuan meningkatkan kemampuan dosen dalam merancang proposal penelitian yang unggul dan bermutu. Kegiatan ini dilaksanakan dalam tiga tahap yaitu persiapan, pelaksanaan, evaluasi dan pelaporan. Adapun pada tahap pelaksanaan terdiri dari dua metode yakni metode ceramah, diskusi interaktif dan studi kasus contoh proposal yang lolos pendanaan. Diskusi mengungkapkan strategi menulis proposal yang bersaing, hambatan dalam pengumpulan data serta penyusunan proposal. Keterlibatan aktif peserta menunjukkan antusiasme yang tinggi, dengan lebih dari setengah peserta berencana mengajukan Hibah Bima tahun depan, didukung oleh materi dari pelatihan ini. Acara ini tidak hanya memberikan wawasan mendalam mengenai penulisan proposal yang berkualitas, tetapi juga menekankan pentingnya langkah konkret untuk mencapai tujuan riset dan kontribusi kepada masyarakat. Pelatihan ini telah membantu meningkatkan pemahaman dan kesiapan peserta dalam menyusun proposal hibah yang lebih kompetitif.

Kata kunci: Proposal Penelitian; Pengabdian Masyarakat; Hibah Bima ; Workshop

ABSTRACT

Training on Research Grant Proposal Writing and PKM at FKIP UNTAN aims to improve the ability of lecturers to design superior and quality research proposals. This activity was carried out in three stages, namely preparation, implementation, evaluation and reporting. The implementation stage consists of two methods, namely lecture methods, interactive discussions and case studies of examples of proposals that pass funding. The discussion revealed strategies for writing competitive proposals, obstacles in data collection and proposal preparation. The active involvement of the participants showed high enthusiasm, with more than half of the participants planning to apply for Bima Grants next year, supported by the materials from this training. The event not only provided in-depth insights into quality proposal writing, but also emphasized the importance of concrete steps to achieve research goals and contributions to society. The training has helped improve participants' understanding and readiness to develop more competitive grant proposals.

Keywords: Research Proposal; Community Service; Bima Grant; Workshop

BACKGROUND

Research and community service are two crucial pillars in the Tri Dharma of Higher Education, playing an essential role in the development of science and the improvement of educational quality in Indonesia. According to Undang-undang No. 12

of 2012 on Higher Education, higher education institutions are responsible for conducting research and community service as integral parts of their efforts to advance science, technology, and societal well-being. These activities must be innovative and applicable to provide maximum benefits. Therefore, higher education institutions are expected to utilize and apply technology and knowledge to support the enhancement of national competitiveness and the welfare of the nation (Khumaidi, 2022). However, in recent years, the competition for research grants and PKM Bima has become increasingly fierce. This is due to the rising number of proposals submitted and the increasing standards of assessment, where the output of research grants becomes a crucial element in determining whether a research proposal is funded (Azizah, 2021). This is also felt by most lecturers at the Faculty of Teacher Training and Education, Tanjungpura University. Lecturers and master's (S2) students often face additional challenges such as limited time, resources, and experience in preparing proposals according to established standards.

A research proposal is an important document detailing the plan and methodology to be used in a research project. This proposal serves as a roadmap for the research and as a tool to obtain support, both in the form of funding and ethical approval (Hardani et al., 2024). A research proposal that has a detailed evaluation plan, adheres to ethical writing guidelines, and demonstrates creativity in its composition can enhance the likelihood of obtaining financial support (Israel et al., 2020). Technical and administrative challenges in proposal preparation also often become obstacles due to a lack of understanding of the necessary administrative procedures and technical requirements. These challenges include a lack of understanding of the expected format and structure of the proposal and effective writing techniques to highlight the strengths and contributions of the proposed research. To overcome these challenges, efforts are needed to enhance the ability of lecturers and master's students in writing research grant proposals and PKM Bima. One solution that can be adopted is to conduct proposal writing workshops. This workshop aims to provide comprehensive training on effective proposal writing techniques, offer practical guidelines for preparing high-quality and competitive proposals, and present successful funded proposals as case studies to improve participants' understanding.

By featuring experienced and competent speakers in their fields, this workshop is expected to provide new insights and effective strategies for participants. The workshop also aims to equip participants with the necessary skills to improve the quality of their proposals, thereby increasing their chances of securing research grants and PKM Bima funds. In addition to providing direct benefits for participants, this workshop is also contributed positively to improving the quality of research and community service at higher education institutions, which aligns with the principles of the Tri Dharma of Higher Education.

METHODS

Implementation Stages

The Workshop on Research Grant and PKM Bima Proposal Writing at the Faculty of Teacher Training and Education, Tanjungpura University, is conducted in three stages: the preparation stage, the implementation stage, and the evaluation and reporting stage. The detailed activities of these three stages can be seen in Figure 1.

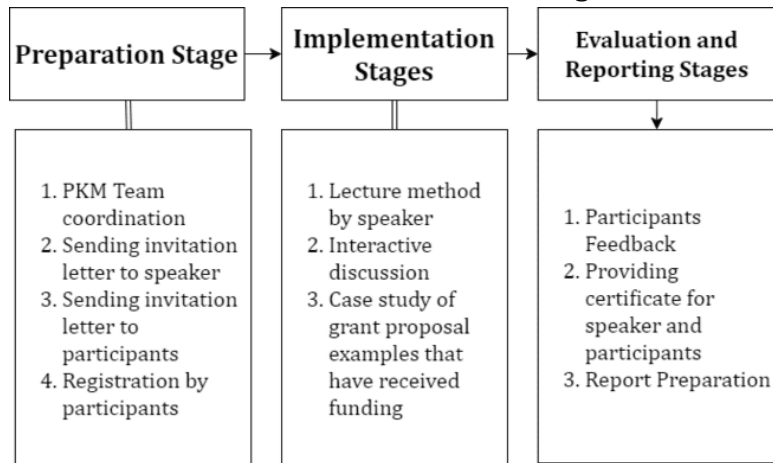


Figure 1. Implementation stages

During the preparation stage, the PKM team coordinated to discuss the workshop implementation plan, including location, time, speakers, workshop materials, and the target number of participants to be achieved. In this phase, the PKM team sent a request letter to Prof. Dr. H.A. Oramahi, S.TP, M.P, a Professor from the Faculty of Forestry at UNTAN, who has more than 14 years of research and community service experience, with most of the funding from Kemenristekdikti. The target audience for this workshop includes lecturers from the Faculty of Teacher Training and Education at Tanjungpura University and representatives of master's students. Invitation letters were distributed along with a registration link for participants.

In the implementation stage, the workshop utilized three methods: lectures, interactive discussions, and case studies. In the lecture method, the speaker presented material on key elements of research proposals, the proposal writing process, and strategies needed to write a competitive proposal. The lecture method is a teaching method where the instructor verbally presents material to the audience as a form of providing a strong knowledge foundation before further learning (Ramadhan, 2019). In the interactive discussion, there were Q&A sessions between participants and speakers to elaborate on the material presented. The interactive discussion method is a learning approach between the instructor and learners or audience to explore, delve into, and understand a specific topic (Suryanita, 2018). Following this, case studies involved the elaboration of examples of funded proposals to provide concrete examples to participants and enhance their understanding of writing competitive and high-quality proposals. Case studies are a method to investigate, examine, and further explore a concrete case or issue (Assyakurrohim et al., 2022).

During the evaluation and reporting phase, participants provided feedback in the form of criticisms, suggestions, and expectations regarding the implementation of the research grant proposal writing and PKM Bima workshop. PKM Team also provide certificate for speaker and participants. Participants received certificates after providing feedback. Subsequently, the PKM team prepared an activity report as a form of accountability for the activities that had been carried out.

Time and Location

The workshop on writing research grant proposals and PKM Bima was held on Monday, July 29, 2024, in Rooms B1 and B2, Faculty of Teacher Training and Education, Tanjungpura University, Pontianak, West Kalimantan. A total of 41 participants attended this event.

RESULT

Workshop Implementation

A research proposal is a written document that explains the research plan, including the background of the problem, objectives, methodology, and expected outcomes (Creswell & Creswell, 2018). Its purpose is to convince funders or other interested parties about the importance of the proposed research and the competence of the researcher to carry out the research. The Workshop on Research Grant Proposal Writing and PKM Bima at FKIP UNTAN aims to enhance lecturers' abilities to develop competitive and high-quality research proposals. This event is guided by experienced speakers in the fields of research and community service. The following are the results of the workshop activities:

1. Objectives of Research and Community Service

The speaker emphasized that the primary goals of research and community service in higher education are to produce high-quality research aligned with the Minister of Education, Culture, Research, and Technology Regulation No. 53 of 2023 on Higher Education Quality Assurance. Other objectives include increasing research capacity, providing solutions to community needs, enhancing the dissemination of research results, and protecting intellectual property.

2. Key Elements of a Research Proposal

A research proposal consists of several key complementary elements, starting from the title, background, literature review, research methodology, research schedule, to references (Sri et al., 2024). Workshop participants learned that a research proposal must include the following essential elements:

- Title: Clearly indicates the focus of the research.
- Background of the Problem: Outlines the problem underlying the research.

- Literature Review: Shows the knowledge gap that the research will address.
- Research Objectives: States what the research aims to achieve.
- Methodology: Explains the research design and analytical methods to be used.
- Research Schedule: Details the research stages and the time required for each stage.
- Budget: A breakdown of the costs needed to carry out the research.

3. Proposal Development Process

The process of developing a research proposal is a systematic journey that requires structured steps (Tyouwa, 2023). The speaker explained that the process of creating a research proposal consists of the following systematic steps:

- Identifying the Research Problem: Determining the topic and problem to be researched.
- Gathering Literature: Collecting and reviewing relevant literature to understand the context and knowledge gaps.
- Writing the Background and Literature Review: Writing the background of the problem and literature review based on the collected literature.
- Formulating Objectives and Hypotheses: Drafting the research objectives and hypotheses to be tested.
- Developing Methodology: Planning the research design, data collection techniques, and analysis methods.
- Writing the Proposal: Compiling the proposal document coherently and structurally.
- Revision and Editing: Revising and editing the proposal to ensure clarity and accuracy.

The speaker presented the workshop materials through a projector screen in front of the participants, as shown in Figure 2.



Figure 2. Presentation of Material by the Speaker

The participants listened to presentations from the speaker before proceeding to an interactive discussion session, as shown in Figure 3.



Figure 3. Presentation of Material by the Speaker

One of the main challenges in writing a research proposal is ensuring that the proposal is convincing and can be accepted by funders. Researchers must be able to present strong arguments about the importance of the research and demonstrate that they have a clear and realistic plan for conducting the research (Guyer et al., 2021). Therefore, an interactive discussion was held to elaborate on the presented material and brainstorm specific strategies for writing proposals.

The discussion between the speaker and workshop participants revealed important points, including strategies for writing a competitive proposal by emphasizing compliance with established guidelines and encouraging creativity in formulating research objectives. Challenges in data collection, such as resource availability and research ethics, were also discussed in this workshop. Additionally, the discussion covered the development of research capacity through continuous training and interdisciplinary collaboration. The discussion sessions are shown in Figures 4 and 5.



Figure 4. Interactive Discussion



Figure 5. Interactive Discussion

The active participation of the participants and the discussions that took place reflect a high level of enthusiasm and commitment in the efforts to improve the quality of research and community service at the FKIP UNTAN. This workshop not only provided a deep understanding of writing quality research proposals but also emphasized the importance of the concrete steps needed to achieve this goal.

Participant's Feedback

After the workshop and interactive discussion, the PKM team distributed questionnaires via a Google Drive link containing several questions to find out feedback from participants. The purpose of this feedback is to determine the level of participant satisfaction with the workshop that has been held. In addition, this feedback can provide impressions and messages by participants for the improvement

of this workshop. The list of questions and feedback result in the questionnaire can be seen in Table 1.

Table 1. Questions and Feedback from Workshop Participants

No	Questions	Feedback
1	Did the material presented in the workshop meet your expectations?	- Very suitable (30 responses) - Appropriate (12 responses) - Not suitable (-) - Very unsuitable (-)
2	Is the duration of the workshop enough?	- Too Short (9 responses) - Enough (33 responses) - Too long (-)
3	Are there any topics or materials that you think were not covered in this workshop?	Workshop Material Improvement needed - Coaching Proposal - Budgeting - Roadmap and scientific expertise - Collaboration technique - Technology readiness stage
4	What do you think would be a useful PKM activity to implement in FKIP in the future?	PKM ideas suggestion - Digital literacy for teacher - Multidiscipline collaboration - Technology for classroom learning - Research proposal and international publication
5	Will you apply for a BIMA grant next year?	- Yes (25 responses) - Maybe (16 responses) - No (-)
6	Have you applied for a BIMA grant before?	- Yes (13 responses) - No (28 responses)
7	Do you know what to do in writing a BIMA grant proposal if you apply for a BIMA grant next year?	- Yes (26 responses) - No (-) - Still confused (16 responses)
8	Write down your impressions and suggestions about this activity	- Most participants agreed that this workshop provided benefits and new insights related to writing research grant proposals. - Most participants hope that there will be ongoing coaching clinic activities as a form of direct guidance from experts related to writing research grant proposals and PKM BIMA.

Overall, the workshop was well-received. Most attendees felt that the workshop met their expectations, with 30 participants finding the material very suitable and 12 considering it appropriate. However, there were no responses indicating dissatisfaction. Regarding the workshop duration, 33 participants felt it was sufficient, while 9 thought it was too short. Participants suggested several areas for improvement and additional topics to be covered in future workshops, including proposal coaching, budgeting, roadmap and scientific expertise development, collaboration techniques, and the technology readiness stage. When asked about future PKM activities for FKIP, participants recommended focusing on digital literacy for teachers, multidisciplinary collaboration, classroom learning technologies, and enhancing research proposals for international publication.

A notable outcome was that 25 participants expressed their intention to apply for a BIMA grant next year, with 16 considering it, and none outright rejecting the idea. While 13 participants had previously applied for a BIMA grant, 28 had not. Despite this, 26 participants felt confident in knowing how to write a BIMA grant proposal, though 16 still expressed confusion. Overall, participants appreciated the workshop, noting that it provided valuable insights into writing research grant proposals. They emphasized the need for ongoing coaching clinics to offer direct guidance from experts, particularly in writing research grant proposals and PKM BIMA.

To measure the success of this workshop, the PKM Team provided short questions containing pre-test and post-test which were filled in by participants online. The questions given were related to the scope of material for writing research proposals and bima grants delivered by the speakers. The pre-test was conducted before the delivery of the material by the speaker and the post-test was conducted afterwards. The questions given are in the form of multiple choices. Comparison of the average pre-test and post-test scores can be seen in Table 2.

Table 2. Pre-Test and Post-Test Average Scores

Test Type	Average Score	Improvement Percentage
Pre-Test	65	$\left(\frac{85-65}{65}\right) \times 100 = 30,77\%$
Pos-Test	85	

Based on the Pre-Test and Post-Test results of the 41 workshop participants, the data indicates a substantial improvement in participants' knowledge after the workshop. The 30.77% increase in average scores highlights the effectiveness of the workshop content and its positive impact on participants' understanding of the material. Therefore, the workshop can be considered successful in enhancing the competencies of the participants.

Quality research grant proposals can be the beginning of the exploration and development of knowledge in a particular field, leading to a form of community service. Community service is one of the essential elements of the Tri Dharma of Higher Education, along with education and research. The purpose of community service is to improve the well-being and quality of life of the community, as well as provide sustainable solutions to existing problems (Fadilah & Faesol, 2023). The use of science and technology is also an important aspect of community service, where research results and technology are applied practically to address the problems faced by the community (Scardamalia & Bereiter, 2021). A multidisciplinary approach is the foundation, involving various disciplines to provide holistic and comprehensive solutions. The aspect of sustainability is considered crucial, where the solutions provided must be implementable by the community after the community service program ends, driving sustainable change (Kagungan et al., 2021).

The Workshop activity on writing research and community service grant proposals (PKM) Bima at the Faculty of Teacher Training and Education, Tanjungpura University, has provided new insights and knowledge for lecturers and master's students regarding strategies for writing competitive proposals. The tips and tricks outlined by the speakers were accompanied by concrete examples of the proposal form, making it easier for the participants to understand the material presented. Quality research proposals are expected to be the starting point for innovation and knowledge development in a particular field, as well as a form of community service.

CONCLUSION AND RECOMMENDATIONS

The Research and Community Service Grant Proposal Writing Workshop (PKM) Bima at the Faculty of Teacher Training and Education, Tanjungpura University, has successfully improved the ability of lecturers to develop competitive and quality research proposals. This workshop discussed the objectives of research and community service, the key elements of a research proposal, as well as the systematic process of proposal development. Active discussions between the resource persons and participants revealed strategies for writing competitive proposals, challenges in data collection, and research capacity building. The high participation and enthusiasm of the participants, as well as their plan to register for the Bima Grant in the coming year, indicate that this workshop has provided in-depth understanding and concrete support.

Recommendations for future PKM activities include more comprehensive proposal writing training with real-life case studies and simulations, increased practical sessions, small group discussions, and personal feedback from resource persons. Access to resources, such as scientific literature databases and technical assistance, is also important. For lecturers and master's students, in-depth understanding of grant guidelines is crucial. Regularly reviewing the latest guidelines, attending training, and strengthening writing capacity through continuous training are keys to success. Developing research networks through collaboration and efficient time and resource management are also important. Focusing on the quality and relevance of the topic, as well as encouraging creativity in formulating research problems, will increase the chances of securing grants.

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