

Practical Guide: Formulating and Structuring High-Impact Projects for Public Co-Financing

Securing public co-financing for innovation, technology, or social impact projects requires a structured, strategic approach. This guide outlines the essential steps to formulate and structure high-impact projects that align with public funding requirements and maximize eligibility, viability, and scalability.

1. Project Ideation and Strategic Alignment

- - Identify a real and validated problem with economic, social, or environmental significance.
- - Ensure alignment with public policy goals, national development plans, and SDGs.
- - Define the project's theory of change and intended impact.

2. Stakeholder and Ecosystem Mapping

- - Identify key actors: allies, beneficiaries, co-financiers, and regulatory bodies.
- - Map relationships and influence using tools like stakeholder matrices.
- - Establish co-creation and participatory design processes.

3. Structuring the Project Document

- - Executive Summary: clear, concise, and value-driven.
- - Problem Definition and Justification: supported by evidence and data.
- - Objectives: specific, measurable, and linked to outcomes.
- - Methodology: coherent and feasible project logic with activities, timelines, and responsibilities.
- - Innovation and Differentiation: added value versus existing solutions.

4. Budget and Co-Financing Strategy

- - Prepare a detailed and realistic budget aligned with each project phase.
- - Identify sources of co-financing: public, private, international, or institutional.

- - Ensure justification and traceability for every expense.

5. Risk Analysis and Mitigation

- - Identify technical, financial, operational, and legal risks.
- - Propose mitigation and contingency plans.
- - Include environmental and social safeguards where applicable.

6. Monitoring, Evaluation, and Sustainability

- - Define KPIs for outputs, outcomes, and impact.
- - Incorporate feedback loops and learning systems.
- - Design sustainability and scalability pathways post-funding.

7. Submission and Institutional Support

- - Prepare documents according to funder guidelines and technical terms of reference.
- - Leverage institutional endorsements, letters of support, and consortium agreements.
- - Include regulatory compliance and ethical clearance if applicable.



How to Use This Guide?

- Download and share it with your team.
- Apply the steps one by one or customize them based on your context.
- Connect with **K-OS INNOVATION** if you want strategic support.

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