**Template for SSG project descriptions 2023**Funding for coordination and networking activities in Svalbard (Svalbard Strategic Grant)

***Completing the form:***

***This is a mandatory attachment to the online grant application form and is to be completed and uploaded in PDF format. All italicised text and boxes are for guidance and information purposes only and should be deleted in the final version of this document but keep the template titles.***

***Please complete all items. Please follow the order of the items given in the template.***

***The project description is to supplement the information you provide in the grant application form created on “My RCN Web”. Links and other documents listed in the project description will not be included in the assessment.***

***Size: The project description is not to exceed five (5) pages, using 11-point font (Times New Roman, Arial or Calibri). It is permitted to use 9-point font for references, tables and figure text.***

***Language: English***

1. **Project information**

**Project title** *Enter the same project title entered in the online application form.***The project is** *(tick your boxes and delete the others):*

A network project ☐ A workshop project ☐ A workshop back-to-back to the SSC2023 ☐

A combined project (workshops and network) ☐ A pilot project ☐ Planning of large project ☐

Applying for additional funding from SIOS ☐

**Project Owner: Responsible institution in Norway**

Name and address of the Norwegian responsible institution (Project Owner):

Name of the Project Administrator at the Project Owner:

Please describe the Project Owner's affiliation to Svalbard's permanent research and monitoring localities *(Longyearbyen, Ny-Ålesund, Barentsburg, Hornsund and Bjørnøya/ Hopen):*

**Project Management and project group**

Name of the Project Manager:

Please list partners who will be represented in the project group, with names and home institution, and describe the institution's affiliation to Svalbard's permanent research and monitoring localities *(Longyearbyen, Ny-Ålesund, Barentsburg, Hornsund and Bjørnøya/ Hopen):*

*All CVs (****Project Manager + max 2*** *partner/ core group representatives) are to be uploaded under “CV” in the online grant application form. The CV must be submitted using the designated template.*

1. Excellence (Originality/ Novelty/ Solidity)
	1. National and/or international collaboration

*If relevant, how will the project contribute to establish new scientific cooperation and/or monitoring initiatives in Svalbard to fill current knowledge gaps?*

*In what way(s) does the project represent something new?*

*If relevant, how will the project contribute to the Ny-Ålesund flagship programs or other existing scientific cooperation initiatives in Svalbard?*

**Network projects:**

*List at least two participating institutions and scientists from two of the permanent research and monitoring locations (Longyearbyen, Ny-Ålesund, Barentsburg, Hornsund and Bjørnøya/ Hopen) in Svalbard that participate in the network and describe their connection to this location. If relevant research institutions are not included in the network, explain why.*

**Workshop projects:**

*Describe how the workshop(s) will enhance and promote national and international cooperation. Explain how the cooperation will continue after the workshop(s).*

* 1. Objectives

*Describe the objectives and relevance of the project to the guidelines and principles set out in the call for proposals.*

*How will the project contribute towards fulfilling the SSF’s strategic objectives?*

* *Increased coordination of research activities*
* *Increased cooperation within Svalbard research*
* *Open sharing of data collected in Svalbard*
* *Reduced environmental impact from research activities*

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| *A preliminary programme and tentative list(s) of invitees to the workshop(s) or to a network event are to be uploaded as a PDF under the field for “Other” in the online grant application form. Remember the call text: "All workshops and network events must include a dedicated session focusing on how to achieve SSFs strategic objectives through the workshop."* |

*Is the project contributing to Findable, Accessible, Interoperable, and Reusable (FAIR) data management compliant with Svalbard Integrated Arctic Earth Observing System (SIOS)?*

**Workshop projects:**

*Provide a description of the outcomes expected from the workshop(s). What are you seeking to achieve?*

*Provide scientific justification of the chosen topic(s).*

**Network projects:**

*Provide a description of how the project will increase cooperation and possibly mobility between the permanent research and monitoring locations in Svalbard (Longyearbyen, Ny-Ålesund, Barentsburg, Hornsund and Bjørnøya/ Hopen).*

1. Impact
	1. Added value

*Describe how the project is connected to, or will support, other activities ongoing on Svalbard. Describe also to which extent the project will contribute to setting Svalbard research into a pan-Arctic or global perspective.*

Connected project(s): *Provide Title(s) and RiS-ID(s)*

* 1. Dissemination, communication of results and target groups

*Dissemination of an SSG-funded project must include that it's funded by Svalbard Science Forum.*

*Please provide:*

*- Plans for scientific publications, popular science communication and dissemination
- Specification of target groups
- Plans for involving others than researchers such as public administration, trade/ industry and/or civil society.*

* 1. Relevance and benefit to society

*What is the network/ workshop’s relevance and benefit to society?

Will the activities help to provide knowledge that will be useful for meeting important challenges or knowledge gaps in the public administration, trade/ industry, or civil society?*

* 1. Environmental impact, ethical perspectives, recruitment of women/ gender balance

*If Svalbard is chosen as the preferred location for the workshop(s) and network activities, provide a justification of why it is strictly necessary to host it in Svalbard. Which strategies are in place for minimization of the environmental footprint (low-impact logistics, use of new technology and existing infrastructure)?*

*Will the project contribute to raising awareness about the climate and/ or nature crisis or contribute to reduced environmental impact from research?*

*If there are any ethical issues relating to implementation, briefly describe how these will be dealt with.*

*Provide a brief explanation of how the workshop(s) will promote the Research Council’s general objectives to increase recruitment of women in research and improve gender balance in projects.*

1. Implementation

*The project period and progress plan for the main activities (and milestones) are to be provided in the online grant application form. Any partners (institutions/ companies/ entities) under obligation to contribute with activities, funding, and/or are granted rights to the results, should be entered in the application form as well.*

* 1. Resources, expertise, distribution of roles and cooperation

*Please provide a detailed account of the planned organisation and implementation of the activities.*

*Describe the types of expertise and the resources that will be needed/ available. Please specify the distribution of roles between collaborating partners.*

* 1. Budget

*An accrual-based budget, cost plan and funding plan are to be entered in the online grant application form and to be specified in the SSG budget template as attachment. Any further information related to the budget that doesn't fit in the template may be entered here, e.g. when co-financing requirements apply.*

* 1. Risks

**Risk assessment:**

*Give an assessment of the risks involved – both the risk that the activities cannot be implemented as planned (pandemic, weather, sea ice, cooperation…) and the risk that the objectives cannot be achieved.*

**Describe mitigation strategies:**

*Please describe how you plan to mitigate the risks assessed. This is important.*