## Project description template for Collaborative and Knowledge-building Project

**This project description template consists of**

**A:** overview of the chapters and sections to be used as the structure of the project description

**B:** guidance on the content in each chapter and section

### Chapters and sections to be used

### Relevance to the call

### Excellence

* 1. State of the art, knowledge needs and project objectives
	2. Novelty and ambition
	3. Research questions and hypotheses, theoretical approach and methodology

### Impact

* 1. Potential impact of the proposed research
	2. Measures for communication and exploitation

### Implementation

* 1. Project manager and project group
	2. Project organisation and management

### Guidance

**Please note:**

Complete all chapters and sections in the template, following the order of the items as given in part A, and delete the guidance. The template is designed to address all the elements of the evaluation criteria. The applicant is nevertheless strongly advised to read the evaluation criteria carefully.

The project period, the progress plan including the project's main activities and milestones, the budget, the dissemination plan and more, are to be provided in the electronic grant application form. The project description is to provide a more detailed description of the objectives, the background for the project and how it will be carried out.

The proposed research should be presented clearly using a language that is understandable also to individuals with a general scientific understanding of the field.

The project description is not to exceed 11 pages, including the list of references. It is not possible to upload an attachment that exceeds this page total. The page format must be A4 with 2 cm margins, single spacing and Arial, Calibri, Times New Roman or similar 11-point font. It is permitted to use 9-point font for the list of references and figure captions. Links that are listed in the project description will not be included in the assessment.

### Relevance to the call

This chapter should describe how the application is targeted towards the specific call for proposals.

### Excellence

This chapter should provide a description of the planned project to enable an assessment of its excellence, i.e. the novelty/originality and quality/solidity of the proposed work.

* 1. **State of the art, knowledge needs and project objectives**
* Describe the knowledge needs and societal or industrial challenges that justify the initiation of the project. Summarise the state of the art of the research area/field.
* State the overall project objectives and aims in the context of the state of the art and knowledge needs.
	1. **Novelty and ambition**
* Describe the potential for development of new knowledge beyond the current state of the art, including significant theoretical, methodological, experimental and/or empirical advancements.
* Highlight any particularly novel, original or ambitious aspects of the project, e.g. in the objectives, research questions/hypotheses, approaches and/or methodology.
	1. **Research questions and hypotheses, theoretical approach and methodology**
* Describe in detail the research questions and/or hypotheses.
* Describe thoroughly the theoretical approach and methodology chosen to address the project objectives, research questions and/or hypotheses.
* Describe how relevant stakeholder/user knowledge will be used.
* If relevant, specify why an interdisciplinary approach has been chosen.
* Give a brief account of possible risks that might endanger achieving the objectives and describe how to manage these risks.
* If there are ethical issues to consider, describe how these will be dealt with.
* If relevant, describe
* how gender perspectives are taken into account in the research content
* how potentially undesirable effects from carrying out the project, on human and animal health, climate and the environment and society at large, can be avoided

**Excellence -** **please note:**

Make sure that the theoretical approach and/or choice of methods is well accounted for and described, and that it is clear how the methods are adequate for addressing the research questions, hypotheses, and project objectives.

The ethical guidelines of the Research Council may be used when preparing the grant application:

<https://www.forskningsradet.no/om-forskningsradet/forskningspolitikk/forskningsetiske-krav/> (Norwegian)

<https://www.forskningsradet.no/en/about-the-research-council/forskningspolitikk/Ethical-standards-in-research/> (English)

### Impact

This chapter should describe the importance of the anticipated results in terms of the potential scientific impact, and the potential societal and/or industrial impact of the research. The potential impact can be in the short or longer term. The chapter should also specify the planned measures for exploitation, communication and dissemination of the project results.

* 1. **Potential impact of the proposed research**
* Building on the description of project objectives and novelty in chapter 1, please describe clearly why and how the project outputs may address important present and/or future scientific challenges and have an impact on the research area/field, if successful.
* Building on the description of knowledge needs and challenges in section 1.1., describe why and how the project outputs, if successful, have the potential to meet the mentioned societal and/or industrial challenge(s).
* Describe how the project output will promote future value creation in industry, the public sector and/or civil society.
* Describe how new knowledge and project outputs have the potential to address one or more of the UN sustainable development goals.
	1. **Measures for communication and exploitation**
* Describe the target audiences and stakeholders/users of the project results and outputs (in or beyond the scientific community).
* Outline the scope and plan for communication and engagement activities.
* Provide a description of planned activities that will contribute to the realisation of the potential impacts of the project results/outputs (in or beyond the scientific sphere).
* Describe how the stakeholders/users are involved in the dissemination and utilisation of the project results.

**Impact - please note:**

The description of the potential impact should be project specific and related to the planned research. Describe impact in the context of the call proposals. General elaborations on the benefits of research in a wider context should be avoided.

[The 17 UN sustainable development goals (SDGs)](https://www.un.org/sustainabledevelopment/) provide a global roadmap for a better future for all. Describe how the knowledge and outputs generated in this project can contribute to solving challenges and/or shed light on important issues related to one or more of the UN's sustainability goals.

### Implementation

This chapter should provide a description of the project team, work plan, task allocation, organisation and management.

* 1. **Project manager and project group**
* Describe the expertise and experience of the project manager in the context of the proposed project to complement the information in the CV.
* Describe the project team, including collaborators, to complement the information in the CVs. In particular, describe the complementarity of the participants in the context of the proposed project.
	1. **Project organisation and management**
* Describe the work plan using a structure of work packages and Gantt chart(s).
* Provide a brief overview of research infrastructure and other resources that will be essential for carrying out the proposed project.
* Describe and justify the allocation of tasks to the project team members, linking the tasks to specific work packages.
* Describe the organisation and management structure.
* Describe how stakeholders and users will participate in the implementation and governance of the project.
* Describe and justify the stakeholder/user involvement in the project and explain why this will contribute to carrying out the specific measures which are proposed for the exploitation of the results (see section 2.2).

**Implementation - please note:**

Avoid repeating information already contained in the CVs. Focus on the concrete roles and tasks, and how the project team, including key collaborators, is suitable and adequate for the research project.

The work plan, work packages and tasks should present a realistic and feasible approach to using the methodology and achieving the objectives as presented in the first chapter. The ambitions and workload should be realistic in terms of resources such as personnel, expertise, research infrastructure, etc.