**Template for the project description/Plan for research stay**

Coordination and Support Activity – Mobility

***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.***

***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 two 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:***

***Norwegian or English***

**Project title**

*Enter the same project title entered in the online application form.***Programme/thematic area**

*Enter the programme(s) for which the application is relevant. Funding may be sought from programmes listed under the thematic areas in the call for proposals.*

**Person for whom funding is being sought:**

*Please provide the name of the individual for whom funding is being sought and state whether the application is for funding for a research stay abroad for a researcher or funding for a research stay in Norway for a visiting researcher.*

*CVs are to be uploaded under “CV” in the* ***online grant application form*** *in accordance with the requirements set out in the call for proposals. The Research Council’s template for CVs must be used.*

**Institutions**

Please provide the name and address of the host institution in the country where the stay will be conducted and the institution the researcher is affiliated with in the country of employment.

*A letter of invitation from the host institution is to be uploaded under “Other items” in the* ***online grant application form*** *in accordance with the requirements set out in the call for proposals.*

 **Activities, organisation and cooperation**

*Provide an expanded project description:*

* *Describe how the research stay is of relevance to the purpose and guidelines set out in the call for proposals.*
* *Explain the choice of host institution (describe and provide a quality assessment of the host institution).*
* *Give an account of the plan for the research stay – activities and objectives.*
* *If the research stay entails participation in a project, briefly describe the project.*

**Added value for the project**

*The purpose of the research stay is to be specified in the* ***online grant application form****.*

*Explain how the research stay will support the activities of, and lead to added value for, the researcher for whom funding is being sought and the institutions involved.*

**Strategy clarification**

*Binding letters of confirmation from the host institution and the researcher's own institution are to be uploaded under “Other items” in the* ***online grant application form*** *in accordance with the requirements set out in the call for proposals.*

* *Provide an explanation of how the plan for the research stay reflects and supports the strategy of the researcher's institution/the projects the researcher is involved in.*
* *Do the institutions/researcher groups have an ongoing collaboration or experience from previous collaboration?*
* *Is the research stay part of more targeted network-building?*
* *Do the institutions have plans to enter into structural/formal cooperation?*

**Budget**

*An accrual-based budget, cost plan and funding plan are to be entered in the* ***online grant application form****. Fields are also provided there for further specification and supplementary information.*