Template for project descriptions - for applications for research funding from Samarbeidsorganet

Applications not in accordance with the template for project description will be rejected.

> **Format requirements:**
> - The project description must be concise and written in English or Norwegian
> - Number of pages: Max. 10 pages including figures/tables and reference list (NB! 5 pages for mobility grants)
> - All sections/items in the project description must be filled out in full. It is e.g. not allowed to only refer to content from other applications that has been submitted by you or from someone in your research group in this Call for funds
> - Font: Equivalent to Arial 11 point or Times New Roman 12 point, single line spacing, minimum 2 cm margins. For the reference list and any text in figures, font size 9 may be used
> - The project description must be uploaded as an attachment in the eSøknad system in PDF format
> - All other attachments must be uploaded as a combined file in PDF format [see section 8]

1. Project title

The title must reflect the project content. It must consist of a maximum of 150 characters.

1.1. The application's connection to other applications in this Call for funds [if relevant]

If this application is one of several applications connected to the same research project, you must in this section provide the application-ID and title of this/these application[s] and give a brief description of how the applications are related to each other and of what each sub-project's unique contribution is.

2. Introduction

A summary/abstract of the project is to be included in an open text-field in the application form in eSøknad only [Max. 1500 characters / 200 words].

The introduction must provide a brief description of the background for the project and the key knowledge challenges within the discipline. Provide a description of:
- Current knowledge for the discipline
- The greatest knowledge challenges in the discipline, both nationally and internationally
- The background for the project
- The significance of the research project for the discipline and/or originality

2.1. Benefits for treatment of patients and next of kin [in eSøknad only]

In the application form in eSøknad, you must give an account of the project's significance/benefits for treatment of patients in the short and long term and/or prevention of disease and/or the health services' organizational structure and quality [Max 3000 characters / 400 words]. Describe specifically whom the research will affect and how the results of the work may be useful. You may give an elaborate account of this in the project description if needed.

3. Research questions and goals

Research questions and/or hypotheses in the project must be presented clearly in relation to the primary and secondary goals. The primary and secondary goals must be described in eSøknad [max. 750 characters]. You may give an elaborate account of these goals in the project description if needed. They should be clearly defined, concrete and verifiable. Provide a description of:

- Research questions and/or hypotheses
- Short-term and long-term goals
- The results that are expected to be achieved during the project period, e.g.:
  o Necessary skills development in the health services
  o Development of methodology knowledge, techniques

4. Implementation

4.1.   Study design, choice of methods and analyses

Provide an account of the scientific method[s] that has been chosen. Reasons must be given for the choice of methods, and how they are suitable for addressing the research questions and/or hypotheses must be explained. Where relevant, the statistical power needed to answer the research question should be calculated.

4.2.   Organization and collaboration

The project description must include an overview of the project's organization and collaborative constellations. All active partners in the project must be listed in the application form (eSøknad) and confirm the participation. Provide a description of:
- The project's organizational structure and, if applicable, its positioning in the research group
- The expertise, infrastructure and other resources of the research community which are significant for the implementation of the project.
- The scope of external/regional/national/international collaboration in the project.
- If the project is to be carried out outside a health trust, e.g. NTNU, describe the collaboration with the clinic.

4.3.   Activity plan [in eSøknad only]

The activity plan (milestone plan) for the project must be entered in the application form (eSøknad).
If it is considered necessary to give a more detailed description of the budget and activity plan, this may be provided as a separate attachment to the application.

4.4.   Plan for publishing and dissemination

Describe your plan for:
- Dissemination; publications, articles, websites, lectures, popular science dissemination, etc.

4.5.   Plan for implementation

Provide a description of:
- How new knowledge can be used in the health care service
- The plan for implementation of the results from the research project
- The project's innovation potential [applications for innovation focused fellowships must describe this point in a stand-alone form]

4.6.   Budget [in eSøknad only]

The budget should be included in the application form (eSøknad). The budget must provide a good overview of the financial framework and must be consistent with the goals and content of the project. Expenses that are

sought covered by the current call for applications should be listed with "Application amount for this call [...]" as the funding source. Expenses that are covered- or sought covered by other funding sources (e.g., the Norwegian research council) related to the project, must also be registered in order to illustrate the scope of the project.

Applications where the applied for sum exceeds the given application-category defined maximum sum will be rejected.

4.7.   Research group plan [only for the application category: Project funds]

Since Project funds are intended for research projects of higher scientific quality, ant to stimulate for developing new- and more robust research groups and in the longer term to enable the group to compete for larger external funds, you must in this section describe a research-group development plan and a plan which pinpoints research continuation during and after the project period.

4.8.   Mobility plan [only for those who apply for mobility grants as part of fellowship-applications or as stand-alone application]

Describe the project plan for the stay, including:

- Host institution, foreign collaborators, and research group
- How the stay is relevant to your project
- Activities and goals connected to the stay
- Plan for publication[s] in cooperation with foreign institution[s]
- Added value for the travelling researcher, the domestic- and the foreign institution[s]

5. User involvement

Give an account of how you fulfill the requirement for user involvement in your project. User involvement should give added value to research. Note that user involvement in research means to involve users in the research work, not as study objects, but as advisers, collaborators, fellow researchers or as representatives/observers in research groups or other organs that make decisions for- and/or facilitate research.

- Give an account of how user involvement can make your research project better
- Describe how users are involved- or planned to be involved in planning and carrying-through of the project.
- If user participation is not regarded as relevant to the project, the reasons for this must be provided.

Link: [Nasjonal veileder for brukermedvirkning i helseforskning i spesialisthelsetjenesten](#)

6. Ethics

Explain any ethical issues associated with the research project, and how they will be handled in the research. If there are no ethical issues, this must be stated.

7. References

The references must cite literature that supports the subject content of the project.

8. Attachments

Guidelines- and requirements for application attachments are found in the document "[Guidelines requirements and regulations for the application categories](#)"