***Project Description Template  
Coordination and Support Activities - Network***

***Completion:***

***This template must be used. The attachment must be uploaded to the electronic application form in PDF***

***format. All italics and frames in this template are supporting text and must be deleted in the final document.***

***All points must be answered. The order in the template must be followed.***

***The project description must supplement the information provided in the electronic application you create on My RCN web. Websites or other documents, which are referred to or linked to, will not be considered in the application processing.***

***Scope:***

***The document can be maximum 5 pages, and the text must be font size 11 and font type Times New Roman, Arial or Calibri. For references, figures and table content, font size 9 can be used. Do not change the page set-up or delete page numbering.***

***Language:***

***Norwegian | English***

**<Project title >**

*Enter the same title as in the electronic application.*

# Relevance to the call

*Describe the purpose of the network and how the project is relevant to the objectives and guidelines of the call. Briefly describe the needs identified in the national reports that the activities are aimed at, with a mandatory reference to the national report with page numbers where the needs are described. References may be made to several of the national reports.*

*Specify which of these needs the activities are aimed at:*

*- better utilization of expertise between geographically dispersed research groups*

*- linking basic and applied research*

*- facilitating better utilization of national and international research infrastructure*

*- establishing collaboration with relevant international research groups*

*- positioning to have a leading role in Horizon Europe applications and other international project applications*

*- other needs (must be justified based on the subject evaluations)*

# Excellence

## Background and needs

*The project's main goals and objectives must be specified in the* ***electronic application form.***

*Explain the overall idea/professional justification for the network. Provide a description of the background for the project and a more detailed description of the new research needs that the network will address. Furthermore, good knowledge of relevant research areas, existing structures and activities, and the key challenges in the field, both nationally and internationally, must be documented.*

*The individual deliverables in the project (activities, coordination and collaboration) must be specified.*

*- Describe the research groups that will participate in the network, and what role they will have. Use the same name as they had in the subject evaluations. If research groups that were not included in the evaluations (international research groups or from subject areas that were not included in the evaluations) are also to participate, the names of these research groups and research organizations must be stated.*

*- Explain the organization of the network.*

*- Provide an estimate of the number of participants.*

*- Describe the preparations that must be made to establish the network and hold meetings, which meetings are necessary for the project, and other necessary work.*

*- Describe the relationship to other networks and instruments to promote collaboration.*

*- How will the network fulfill its purpose, as specified in the call for proposals?*

# Impact

*Explain what impacts and effects can be expected from the project, in the short and medium term, and what societal/system effects the project will be able to contribute to in the longer term.*

## Communication, dissemination and target groups

*The* ***electronic application form*** *must explain how the project will communicate externally about plans, activities and results.*

*Additional information should be provided here, if necessary, about, for example, publicity/marketing, target groups, which user groups are relevant and how they are involved in the project, which channels are planned to be used, etc.*

## Societal relevance

*If relevant, explain the project's societal relevance, for example whether the project will contribute to meeting key challenges in the public sector, business or civil society. Societal relevance can be seen in a regional, national, international or global perspective. Involvement of external users and other stakeholders is described here.*

## Ethics, recruitment of women/gender balance, environmental impacts

*Briefly describe how ethical issues related to the implementation of the project will be addressed.*

*Briefly describe how the project will contribute to the Research Council's general goal of gender balance in research.*

*Briefly explain whether project implementation and/or utilization of the results from the project will have significant environmental consequences, positive and negative. Environmental consequences of travel activities must be taken into account.*

Implementation

*The project period and progress plan with main activities (and possible milestones) in the project must be entered into the* ***electronic application form****. Collaborators (institutions/companies/businesses) who commit to participating in the project by carrying out activities and/or contributing with funding and/or having rights in the project must also be entered into the electronic application form.*

## Strategic anchoring

*Briefly explain how the project is anchored in the applicant institution's strategic goals and plans, and how the project is anchored in the partners.*

*Documentation of intent to collaborate/made agreement is submitted as an attachment to the* ***electronic application form*** *under "Other", for all stated collaboration partners.*

## Resources, expertise, role sharing and collaboration

*The project must appear realistic and feasible professionally, organizationally and in relation to planned resource use. Enter additional information that can document implementation capability.*

*- Explain what competencies and resources will be available for the project.*

*Please attach CVs for the academic leaders of the research groups that will participate in the network to the* ***electronic application form****. The Research Council's CV template should be used.*

## Budget

*Periodized budget, cost plan and financing plan must be entered in the* ***electronic application form****. The rows "Equipment" and "Purchase of R&D services" shall not be used. Do not use the field in the application form for specifications and more detailed information but use the table in this project description.*

*Mandatory table with best estimates. The figures in the electronic application form will be used in the contract. Insert or delete rows for meetings as needed. Workshops are recorded as meetings. You can apply for support for the establishment and operation of the network and travel costs associated with meetings.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Number of participants** | **Personnel costs requested from the Research Council: (1000 NOK)** | **Personnel costs covered by your own institution: (1000 NOK)** | **Travel and meeting expenses: (1000 NOK)** |
| Establishment and operation of network | NA |  |  | NA |
| Other work outside of meetings\* | NA | NA |  | NA |
| Meeting 1: <Meeting Name> |  | NA |  |  |
| Meeting 2: <Meeting Name> |  | NA |  |  |
| Meeting 3: <Meeting Name> |  | NA |  |  |
| Meeting 4: <Meeting Name> |  | NA |  |  |
| Meeting 5: <Meeting Name> |  | NA |  |  |
| Meeting 6: <Meeting Name> |  | NA |  |  |
| **Total:** | **NA** |  |  |  |

*\*Describe briefly what this is.*

## Risk

## *Provide an assessment of the risks associated with the project – both the risk that the project will not be implemented as planned and the risk that the project will not achieve its goals.*