**Project description template**Coordination and Support Activity - Dissemination

***Guide to fill in this form:***

***This template should be used. The attachment must be uploaded in the electronic application form in PDF format. All italics and the frames in this template are supporting text and should be deleted in the final document.***

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

***The project description must supplement information set out in the online grant application you are creating on "My RCN Web". Websites or other documents that are referred to or linked to will not be considered in the application review process.***

***Extent:***

***The document can be a maximum of 5 pages, and the text must be a font size of 11 and font type Times New Roman, Arial or Calibri. For references, figures and table content, font size 9 can be used.***

***Language:***

***English | English***

**Project title**

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

**Quality (Excellence)**

**Relevance to the call**

*Describe the objective of the activity and how the project is of relevance to the objective and guidelines of the call.*

**Background and needs**

*The main objectives and secondary objectives of the project must be specified in the* ***online grant application form****.*

*Provide a description of the background for the project and an explanation of the need for this project(s) activities.*

**Activities and organization**

*Provide an extended project description. In complex projects, the individual deliverables in the project (activities, coordination, collaboration) must be specified and described in accordance with the requirements set out in the call for proposals.*

**Value**

*Give an account of how the project is linked to or will support other activities (e.g. R&D projects that already receive funding) or in other ways form part of a larger whole/context. How is the project innovative?*

**Impact**

*Give an account of the short- and medium-term impacts that can be expected on the project, and what societal/systemic effects the project may contribute to in the longer term.*

**Communication, dissemination and target groups**

*The* ***electronic application form*** *must describe specific plans for scientific and popular science dissemination (if relevant) in a dissemination plan, such as planned publication, conferences, etc.*

*Supplementary information must be provided here, for example, about e.g. announcement/marketing, target groups, which user groups are relevant and how they are involved in the project, which channels are planned to be used, etc. If the call requires a communication plan, not a dissemination plan, it must be included here.*

**Social relevance**

*If relevant, provide an account of the relevance of the project to society, for example whether the project will be able to address key challenges facing public sector issues, trade and industry or civil society. Social relevance can be seen in a regional, national, international or global perspective. The involvement of external users and other actors is described here.*

**Environmental consequences, ethics, recruitment of women/gender balance**

*If relevant, provide a brief account of whether project implementation and/or utilisation of the project results will have significant environmental impacts, positive and negative. If there are ethical issues related to the implementation of the project, describe briefly how these will be addressed. Briefly describe how the project will contribute to the Research Council's general objective of recruiting women to research and gender balance in the projects.*

**Implementation**

*The project period and progress plan with main activities (and any milestones) in the project must be entered in the* ***electronic application form****. Partners (institutions/companies/entities) that commit to participate in the project by carrying out activities and/or contributing funding and/or having rights in the project are also to be entered in the electronic grant application form.*

**Strategic anchoring**

*Briefly describe how the project is based on the applicant institution's strategic objectives and plans, and how the project is endorsed by any partners.*

*Documentation of intention to cooperate/entered into an agreement must be entered as an attachment in* ***the electronic application form*** *under "Other", for all partners specified.*

*If so required, an account must also be provided of how the project is based on other strategic plans and, if relevant, with relevant actors other than those participating in a binding collaboration in the project.*

**Resources, competence, role sharing and collaboration**

*The project must appear to be realistic and feasible professionally and organisationally. Enter additional information that can document ability to execute.*

*- Explain in more detail how the project is intended to be organized and implemented. Especially for large and/or complex projects, it is important to describe how the various elements are planned, and how the interaction between these should be.*

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

*If necessary, attach CVs as attachments under "Other" in the* ***electronic application form****, if required to do so in the call for proposals. The Research Council's CV template is to be used.*

*- If there are several partners in the project, specify how the division of roles will be.*

*- Provide a specification of the work effort/own effort in the project. If the project is organised into different work packages/subtasks/sub-projects, the specification must be distributed among these.*

*- Describe how the project will utilize and promote cooperation nationally and/or internationally.*

*- In addition to the overview in the application form of how the project is planned to be funded, an overview must be provided of the applicant environment/environments' expertise, infrastructure and resources in general that are of significance for the implementation of the project.*

**Budget**

*The periodic budget, cost plan and funding plan must be entered in the* ***electronic application form****. There is also a field for specifications and more detailed information. For large and/or complex projects, and where the application form does not fit the activity, additional budget information can also be provided here, e.g. in the event of co-financing requirements.*

**Risk**

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