**NB! This template must be used in applications submitted to the HEALTH PILOT call. Other versions of the template should not be used.**

# Project description template for HEALTH PILOT 2023

### Important

This is a guide for how to describe the project for which you are seeking funding. You should describe all the main and subsections in the template, and in the order they are listed. Keep the headings (in bold**)** and delete the guidance texts (in gray). As stated in the call for proposals, the application will not be processed unless all the points have been described.

The project description is a mandatory attachment to the electronic application form, hereafter referred to as the application form. Please note that the different points in the application form have their own guidance texts.

Some of the information you provide in the application form must be described in more detail in this project description. In addition, some of the information about the company partners should be elaborated on in the partner forms. It is therefore a good idea to complete the application form, the project description and the partner forms together.

When the application is to be assessed, ONLY mandatory attachments will be included with the application form (i.e. the project description, company information form and CVs). Do not enclose other documents or links to other information in the project description.

### Formal requirements

The project description can be a maximum of 15 pages. It is not possible to upload a document of more than 15 pages. The format should be portrait A4 with 2 cm margins, single spacing and 11 point font in Arial, Calibri or Times New Roman (as used in this template). A 9 point font can be used for references and figure texts.

### General guidance

The project description consists of four parts. Parts 1–3 are directly linked to the main assessment criteria in the call. We recommendthat you use approximately 3-4 pages on parts 1 and 2 respectively and 5-7 pages on part 3.

* **Part 1: Excellence (knowledge needs, research and innovation)**  
  Here you describe the needs that the innovation is directed toward (the innovation idea) and explain how the innovation will meet those needs. You must also describe the knowledge needed to succeed with the innovation and the R&D challenges this project will help to solve.
* **Part 2: Impact**  
  When the project for which you seek funding has been completed, the results must be realised and implemented. In this section, you are to describe the expected benefits and the potential for value creation both for public partners and the company partners. In addition, you must describe the plans for implementation, scaling and commercialisation of the innovation the project is directed toward. These tasks will not be part of the R&D project for which funding is being sought.
* **Part 3: Implementation of the R&D project**  
  Here you are to describe the project for which you are applying for funding through Pilot Health. You must describe the project participants and their roles and interests in the project. You must also describe the R&D activities in detail. You must elaborate on the project, project activities, budget and timeframe you have provided in the electronic application form.
* **Part 4: Other information**  
  Here you are to provide any other information of importance to how we process the application.

# Project description for Health Pilot projects

### PART 1: The need, research and innovation

1. The need  
Describe the needs and/or challenges that this project will help to solve.

Who has the need/challenge and how have they been involved in defining and describing it?

Why is this need not covered by existing solutions?

2. Innovasjonen

**a)** Describe the innovation idea that is the starting point for the project. Clarify what kind of innovation(s) are involved:

- new or changed products/services/systems

*-* new or changed methods or processes

- new or changed forms of management/organisation/working conditions/competence

**b)** Describe how the planned innovation will contribute to solving the challenge or meeting the need described in point 1.

**c)** Describe important new elements in the innovation and how they represent something new for the company(s) and the public entity(s) in the project. Compare this to the existing situation so that what is new is clearly revealed.

**d)** Describe and justify how the innovation can create new market opportunities for the company(s) in a national and international context. In what way is this innovation better than existing solutions?

3. The knowledge need and the R&D challenges in the project

a) New knowledge

Explain what new knowledge is needed to succeed with the innovation. You should include the knowledge need related to the implementation of innovation in the health service with regard to the adaptation of for example health services, methods, processes and systems that will be necessary for implementing the innovation.

b) R&D challenges

Describe the key R&D challenges addressed by this project and delimit the problem so that the need to develop and apply new knowledge or new technology is clearly stated. Consider this in the context of available knowledge or technology to show how the project will build on relevant and updated knowledge ("state of the art"). Please state whether you have searched in scientific literature, patent databases or similar.

c) Userparticipation

Explain why user participation is (alternatively not) necessary to succeed with the innovation. In this context, by users we mean citizens/patients, employees in the health and care services, and/or professional users/user organisations.

Specific description of user cooperation in the R&D project itself shall be entered under the main activities in point 9 a).

### PART 2 Effects and effects

4. Value creation potential and benefits

a) Value creation potential and benefits for the public sector

Describe the benefits and value creation potential of the innovation for partners from the public sector and their target groups, such as increased efficiency, better quality, reduced costs, more utility or better services for the target groups or other types of contributions to value creation. How can innovation contribute to a more sustainable health and care service? Who benefits from the success of this innovation? The value creation potential/benefits should be quantified.

b) Value creation potential for companies  
How will the innovation contribute to sustainable value creation in Norway with economic benefits for the companies participating in the project? The value creation potential for companies is an expression of the expected economic benefits of the project (e.g. in the form of new turnover, reduced costs, increased productivity) after industrialisation and/or commercialisation based on the results achieved. The potential for value creation should be quantified. Substantiate the value creation potential by describing the market potential and how you will achieve market shares. Comment on expected returns compared to the industry/market.

5. Other external effects, dissemination and communication

**a)** Describe short the significance of the project's results beyond the benefits to the partners, for example for other parts of trade and industry, users and customers, for the development of expertise by R&D groups or for society in general.

**b)** The Research Council is to support the development of knowledge and solutions to address national and global sustainability challenges and promote business development that increases sustainability and green competitiveness. Explain the project's contribution in this respect, preferably with reference to the UN Sustainable Development Goals.

**c)** Describe plans for communicating results beyond dissemination that occur during the implementation of the innovation. Describe the potential for sharing and dissemination to other parts of the public sector and other business sectors, and any plans for this. Describe activities/plans for both scientific and popular science publication that can make new knowledge and/or new solutions available to others.

6. Plan for implementation, commercialization and scaling

When the project is over – possibly during the project period – you must implement the solution and realise the benefits and value creation potential described above. Remember that it is a prerequisite that the results of the project are to be shared between the partners according to their interests with regard to utilisation. It is expected that the companies participating in the project will be responsible for the commercial utilisation of the results.

a) Implementation and realisation of benefits from public partners

Briefly describe a plan for implementing the solution(s) developed in the project. What is required for the results from the project and/or the described innovation to be able to be used to address the need described in Part 1? The plan may include both measures implemented in parallel with the R&D activities (for example to utilise results achieved along the way) and plans for further realisation after the R&D activities have been completed. Relevant keywords (include what's relevant):

* Procurement plans/processes
* Arrangements for implementation and introduction of new or changed services
* needs and plans for the introduction of new or improved work methods or processes;
* arrangements for the implementation of new methodology, new organisation or new management models
* needs and plans for dissemination and training, establishment of cooperation for further dissemination;
* The need for resources and investments to implement the plans for implementation;

b) Realisation of value creation by the company partners  
Here you will briefly describe a business plan or a commercialisation plan, which shows how the value creation potential will be realised.

The plan should include both measures implemented in parallel with the R&D activities (for example to make use of results achieved along the way) and plans for further implementation after this project has been completed. Relevant keywords (include what's relevant):

* Intellectual Property Management
* regulatory requirements and approvals
* assessments of competition and market risk
* needs and plans for investments
* needs and plans for partnerships for commercialisation or industrialisation;
* the need for business model development

### FROM 3: Implementation of the R&D project

7. Project participants and collaboration constellation

ProjectPartner carrying out and/or financing R&D activities

Provide an overview of the businesses/Organizations that will participate in the project, and describe briefly each of the partners role and interests in the project. Include all project participants who will perform and/or finance R&D tasks in a substantial extent. Sort them in groups and describe the project participants as follows:

Enterprices in Norway to realise benefits the project R&DResults in its value creation (B1, B2,…)

Please note that we consider public enterprises with industrial or commercial activities as enterprises.

For each company partner (B1, B2, ...) you must briefly formulate the company's role in the project.

Public sector project partners in Norway that will realise benefits from the project (O1, O2, ...)

For each such partner (O1, O2, ...) you must briefly describe how they participate in the project and explain why they are involved.

R&D partners (F1, F2,…)

Norwegian and/or foreign R&D organisations (university- or university college environment, research institute, etc.) or other providers of R&D services who will participate with competence and/or scientific equipment necessary to carry out the project's R&D activities. In the application form these project partners should be specified with the role "Executing only".

For each R&D partner (F1, F2, …) give a short description of their contribution to the prosject.

b) Other cooperation

* If the project will have research and innovation collaboration with others stakeholders than those featured above, such as user-/pasientorganisasjoner, the collaboration should briefly be described here.
* Planned contact with other national projects or links to international cooperation schemes can be mentioned here.
* If the project will use specific subcontractors for certain tasks, in addition to technical assistance from R&D partners mentioned above, please give information about this here.

8. Objectives  
 Use the same text as in the field "The project's main objectives and secondary objectives" in the application form, i.e.:

* Formulate a concrete and verifiable main goal for R&D-Tasks i.e. to the results as you expect during the project period.
* Formulate point-by-point also verifiable targets that lead to the main goal.

9. Prosjektplan

In this section, you must elaborate on the content of the table "Main activities and milestones during the project period" under "Progress plan" in the application form. Remember decision points that may involve important choices in project implementation must be included as milestones in this table. Feel free to insert a Gantt chart to show the project flow and the relationship between the main tasks and milestones.

a) Main activities/work packages in the project

Describe each main activity (H1, H2, etc., indicated in the table in the application form) with the following points:

* Title of the main activity.
* Which project partner is responsible for carrying out the main activity and which partners are involved.
* Content: Describe the research or development activity, explain the choice of method and userparticipation.
* Describe expected R&D results and deliveries from the activity that can be linked to the subgoals of the project.
* Describe any research or technological risk associated with the activity and plans for handling this.

Main activities/work packages where businesses are responsible or participate in must be classifies as either "Industrial research" or "Experimental development". The definition [of these two terms](http://www.forskningsradet.no/no/Statsstotteregelverket/1254004171884) is described in the regulations for state aid for R&D.

b) The project's cost budget broken down into main activities

Use the following table to summarize how you break down the total project costs into major tasks in 8). The figures must correspond to the amounts listed in the line "Total" in the table "Costs per project partner per main activity" in the application form. Append lines to the table as needed.

Table 9b

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Title of main activity/work package** | **Kostnads-**  **budget**  **(NOK 1000)** | **Cost: Industrial R&D** | **Cost: Experimental development** |
| H1 |  |  |  |  |
| H2 |  |  |  |  |
| ….. |  |  |  |  |
| **Sum** | **The entire project** |  |  |  |

NB: Since each activity in its entirety either should be "Industrial R&D" or "Experimental Development", all costs for a main activity should be placed in the appropriate column.

c) Critical milestonesr for R&D activity

Describe 3-5 critical milestones among the milestones specified in the table "Main activities and milestones during the project period" in the application form.

d) Organisation and management of the project

* Briefly describe how you will organize and manage the project, and explain how this fits the project's goals and tasks. Justify the choice of project manager.
* Use the following table to show which main activities each project partner mentioned in section 8 will participate in, and which partner is responsible for each main activity. Delete or append lines to the table as needed.

Table 9d Distribution of tasks and responsibilities in the project

|  |  |  |  |
| --- | --- | --- | --- |
| **Partner** | **Name of partner** | **Responsible for the main activity:** | **Also participates in main activity:** |
| B1 |  | (Hx, ...) | (He, Hz, ...) |
| B2 |  |  |  |
| … |  |  |  |
| O1 |  |  |  |
| O2 |  |  |  |
| … |  |  |  |
| F1 |  |  |  |
| … |  |  |  |

10. Funding   
If you wish to elaborate on the funding tables in the application form, you can do so here.

Remember that the Research Council's support for companies is granted pursuant to the state aid rules. We assume that all project partners contribute to the financing of the project by covering a share of the project costs as described in the call. Please note the following:

* We assume that providers of R&D services are not dependent of any of the partners, i.e. they must operate at arm's length from these. Suppliers of R&D services must not contribute to the financing of the project.
* A company partner or a public partner in the project may not be a supplier of R&D services to the same project – or vice versa.

### SECTION 4: Other information

11. Ethics and social responsibility  
Consider whether there are ethical issues associated with implementing the project and exploiting the results. This also includes any environmental consequences or other factors that may raise questions related to corporate social responsibility. If there are such issues related to the project, describe how these will be addressed. See the [Research Council's requirements for research ethics](https://www.forskningsradet.no/en/research-policy-strategy/ethical-standards/).

12. Recruitment of women, gender balance and gender perspectives   
If the project is to contribute to the Research Council's general objective of recruiting women or gender balance in projects, please describe this here. If a gender perspective is relevant to the content of the research, describe how this consideration is safeguarded.

13. Other applications for state aid

Please state here whether you are applying/have applied for funding from other funding instruments/calls for proposals for all or parts of this project.