**Template for project descriptions**Funding for coordination and networking/support activities in Svalbard (Svalbard Strategic Grant)

***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 five (5) 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:***

***English***

**Name of project**

*Enter the same project title entered in the online application form.

The project is:*

*A network project* ☐

*A workshop project* ☐

 *A combined project (workshops and network)* ☐

*Apply for additional funding from SIOS* ☐

**Responsible institution in Norway**

*Provide the name and address of the responsible institution*

*Please indicate the institutions affiliation to Svalbard's permanent research localities (Longyearbyen, NY-Ålesund, Barentsburg, Hornsund)*

**Project management and project group**

*Provide the name of the project leader*

*Provide the name of the project manager at the responsible institution*

*Please list partners who will be represented in the network project group, names and home institution*

*All CVs (project leader + partner representatives) are to be uploaded under “CV” in the online grant application form in accordance with the requirements and guidelines set out in the call for proposals. The CV must be submitted using the designated template.*

**Excellence (Originality/Novelty/Solidity)****National and/or international collaboration**

*If relevant, how will the project contribute to increased coordination and cooperation regarding observations and time series?*

*Is the project relevant to SIOS and data management as a tool for scientists?*

*If relevant, how will the project contribute to the Ny-Ålesund flagship programs?*

***To be answered by Network projects:***

*If the project group does not consist of all partners/participating scientists with affiliation to Svalbard research stations:

- List two different participating institutions and scientists in the network from at least two of the four permanent research locations (Longyearbyen, Ny-Ålesund, Barentsburg, Hornsund) in Svalbard*

*If relevant research institutions are not included, explain why.*

***To be answered by Workshop projects:***

*Describe how the workshop(s) will draw on and promote national and international cooperation.*

*Suggest how the cooperation can continue after the workshop(s).*

**Objectives**

*Describe the objectives and relevance of the network activity and/or the workshop(s) to the guidelines and principles set out in the call for proposals.*

*How will the project contribute towards fulfilling the SSF’s strategic objectives:*

* *Increased coordination*
* *Increased cooperation*
* *Open sharing of data*
* *Reduced environmental impact from research activities*
* *Planning of the international research in Svalbard*

*In what way(s) does the network and/or workshop(s) represent something new?*

***To be answered by Workshop projects:***

*Provide a description of the outcomes expected from the workshop(s). What are you seeking to achieve?*

*Provide scientific justification of the chosen topic(s)*

A preliminary programme/draft agenda and tentative list(s) of invitees to the workshop(s) are to be uploaded under the field for “Other” in the online grant application form.

***To be answered by network projects:***

*Provide a description of how the project will increase cooperation and mobility between the permanent research locations in Svalbard (Longyearbyen, Ny-Ålesund, Barentsburg, Hornsund).*

**Impact**

**Added value of the network project or workshop**

*Describe how the network project or workshop(s) is connected to, or will support, other activities ongoing on Svalbard or to which extent the network project or workshop(s) will connect Svalbard research to other relevant research in the Arctic.*

*Connected projects: Provide RiS-ID*

**Dissemination, communication of results and target groups**

*Please provide*

*- Plans for scientific publications, dissemination and communication
- Specification of target groups
- Plans for involving others than researchers/research groups (trade and industry, public administration and/or civil society)*

**Relevance and benefit to society**

 *When appropriate, the network and/or workshop(s)’s relevance and benefit to society should be described.

Will the activities help to provide knowledge that will be useful for meeting important challenges in the public sector, industry or civil society?*

**Environmental impact, ethical perspectives, recruitment of women/gender balance**

*If Svalbard is chosen as the preferred location for the workshop(s) and network activities, provide a short justification of why it is necessary to host the workshop in Svalbard.*

*Which strategies are in place for minimization of the environmental footprint (including logistics, use of new technology and existing infrastructure)?*

*If there are any ethical issues relating to implementation, briefly describe how these will be dealt with.*

*Provide a brief explanation of how the workshop(s) will promote the Research Council’s general objectives to increase recruitment of women in research and improve gender balance in projects.*

**Implementation**

*The project period and progress plan encompassing the main activities (and any milestones) are to be provided in the* ***online grant application form****. The partners (institutions/companies/entities) that will be under obligation to contribute by carrying out activities and/or providing funding, and/or that will be granted rights to the results, should be entered in the application form as well.*

**Resources, expertise, distribution of roles and cooperation** *Please provide a more detailed account of the planned organisation and implementation of the activities.*

*Describe the types of expertise and the resources that will be needed/available.*

*Please*

* *specify the distribution of roles between collaborating partners.*
* *provide a detailed account of the planned organisation and implementation of the activities.*
* *describe the types of expertise and the resources that will be needed/available.*
* *specify the distribution of roles between collaborating partners.*

**Budget**

*An accrual-based budget, cost plan and funding plan are to be entered in the* ***online grant application form****. There is also a specification field for entering supplementary information. In the case of large-scale and/or compound workshop(s)s, and where the application form is not adapted for the activity, further information related to the budget may be entered here, e.g. when co-financing requirements apply.*

**Risks**

*Give an assessment of the risks involved – both the risk that the activities cannot be implemented as planned and the risk that the objectives cannot be achieved. Describe any appropriate mitigation strategies.*