**Application form**

**UArctic project grants 2020**

 **Deadline: April 17 2020 at 23:59 (CEST)**

*Please read the call text before submitting the application*

# Applying institution

|  |
| --- |
| Name of institution: |
| Contact person:  |
| Address: |
| Phone:  |  Email:  |

# Project lead institution and project coordinator

|  |
| --- |
| Lead institution: |
| Project Coordinator: |
| Address: |
| Phone:  | Email:  |

# UArctic Project Partner(s)

|  |
| --- |
| Name(s):  |
| Organization and Country:  |
| Phone:  | Email:  |

|  |
| --- |
| Name(s):  |
| Organization and Country:  |
| Phone:  | Email:  |

(copy as appropriate)

**Non-UArctic Project Partners**

|  |
| --- |
| Name(s):  |
| Organization and Country:  |
| Phone:  | Email:  |

(copy as appropriate)

# Project title

|  |
| --- |
| Title: |
| Start date: | End date: |

# Does the project link to existing Thematic Networks or UArctic Institutes?

|  |
| --- |
| Yes, which one?:  |
| No, but we will establish a new one with the tentative title: |

# Academic field - please tick categories of existing fields or name a new field if new project

|  |  |
| --- | --- |
|  | Business, Politics & Law |
|  | Culture & Social Sciences |
|  | Engineering & Technology |
|  | Health & Education |
|   | Humanities & Arts |
|   | Natural Sciences |
|  | Other:  |

# The type of the activity funding applied for

Networking Activities on Arctic Research
Education Outreach

# Project plan

Please attach the project plan with the following items (maximum 5 pages):

1. The purpose and overall goal of the project
2. List and descriptions of the concrete deliverables
3. Description of the project activities (could be divided into work packages)
4. What are the planned project outputs (activity results), outcomes for the target group(s) and impacts on the target group(s) wider society, e.g. how will the outcomes benefit the circumpolar world?
5. Internal project evaluation and communication plan, including measuring impact of the activities and how the sustainability of the project will be ensured.
6. Description of how the project fits in with the UArctic strategic plan, <https://www.uarctic.org/media/1597127/uarctic_strategic_plan-2020_final_screen.pdf>

# Sustainability

Activities able to seek further funding or find other/supplementary means for long-term sustainability is a strong UArctic priority.

1. How will long-term sustainability of the project activities and results be secured?
2. What actions will be taken to ensure long-term benefit from the investment?
3. How will this project secure future funding (if relevant)?

# Risks

List any foreseeable risks and what can be done to mitigate them:

 a. Internal risks (project implementation risks)

 b. External risks

# Time frame – Activity calendar

|  |  |  |
| --- | --- | --- |
| **Main activities:** | **Starting month/ year** | **Ending month/ year** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Organization of the project: steering committee, reference group, distribution of responsibilities, project lead.

# Academic mobility

If you plan to include academic mobility as part of the project application, please describe:

1. what kind(s) of academic mobility will be implemented and
2. in which ways you expect the mobility activities to contribute to the overall outputs, outcomes and impacts of the project and the partnership.

# Budget (A detailed budget is mandatory to be attached separately)

**Financing plan**

|  |  |
| --- | --- |
| Total budget expenses | **NOK**  |
| Consumables related to research work  |  |
| Salary-related expenses, per diem and travel expenses |  |
| Other (if relevant, please specify) |  |
| **Financing:** |  |
| Lead institution |  |
| Partner(s) |  |
| Other sources\* (please give the names of sources) |  |
| Applicant and partner contribution( should be at least 25% in-kind) |  |
| **Total amount applied for the UArctic funding scheme** |  |

\*for instance expected north2north-mobility funding

# Are you applying for other funding resources?Name the other funding schemes this project is applying, the title of the proposal, responsible applicant and amount applied?

# Relations to previous and/or ongoing projects

Is this project application a continuation of or a supporting project to any other activity that has already received or is presently receiving financial support?

1. Yes/No
2. Name of project
3. Name of institution and project coordinator
4. Name of funding provider(s)
5. When and where was a report submitted? Attach a copy if relevant.

# **Summary of the project**

# Try to describe your project (i.e. its objectives, milestones, target audience and main deliverables/activities) in such a way that conveys exactly what you want members of the public to know about your work. When the funding decisions are final and your project is successful, the summary will be published on UArctic website. Max. 800 characters (about 10 lines).

|  |
| --- |
|  |

**Applications have to include:**

* **A filled-in application form**
* **An endorsement letter**
* **A project plan**
* **A detailed budget**
* **The main applicant’s CV (max two pages) with a list of relevant publications**
* **The applying institution must provide an endorsement letter from the appropriate leadership level.**