

TEMPLATE FOR PROJECT DESCRIPTION

Ph.D./Postdoc/Research project

All the main points in the template are mandatory, but not all the sub-points are relevant for all projects.

Language

The project description for PhD and postdoctoral projects (*Midler til forskning og kunnskapsutvikling i fysioterapi (ph.d./postdok/forsker)*) must be written in English. In applications for 1-year research projects (*Stipend til forskningsprosjekt (ett årsverk)*) it is optional to use Norwegian or English.

Format

- Use clear language, avoid abbreviations.
- 5 - 10 pages including illustrations, tables and reference list.
- Font: Calibri size 11 or Times New Roman size 12 or equivalent. Single line spacing and 2 cm margin. Font size 9 can be used in the reference list.

General advice

The external expert committee does not read the entire *application form*, only the *project description*. It is therefore important that it contains all relevant information requested in the call and the template. And that it appears structured and tidy.

The *application form* is used by the administration.

Applications that do not meet the requirements will be *rejected* without being evaluated by the committee.

1. Title

The title should reflect the content of the project. Up to 150 characters.

2. Relevance

Describe existing knowledge and how the project can help fill gaps in the field. Emphasize the project's relevance and how it will contribute to clinical practice and/or research and development of the profession.

2.1. Utility value

The project description should provide a brief description of the research's expected benefits in the short and long term. The description should define target groups and describe how the project can be useful in research, education and clinical practice.

It may also include a description of whether the project:

- will contribute new knowledge
- has the potential to improve existing clinical practice
- will fill knowledge gaps

3. Objectives and research questions

The project description should contain:

- hypotheses

- main objectives and sub-objectives
- research question

4. Implementation

The project description should provide an overview of the strategy for selecting and using research methods and describe a plan for implementing the project.

4.1. Choice of method and analyses

Provide justification for the choice of method and how the method can contribute to answering the research questions. Explain:

- research design and methods
- statistical power calculation, if applicable
- necessary equipment, infrastructure and access to resources

4.2. Organization

Overview of project participants and collaborators:

- Project participants' competence and roles in the project group.
- The competence of the research community/institution, including how it can contribute to the implementation of the project.
- The competence and contribution of external collaborators.
- International collaboration.
- The contribution of the institution to completing the PhD/postdoctoral degree.
- Task distribution must be clearly described.

4.3. Budget

The *project description* must provide a clear financial plan/overview. A complete budget must be included in the *application form* and contain the financial framework (including the institution's own contribution) and a clear financing plan for the project.

4.4. Progress plan

The *project description* must contain a detailed description of the progress plan and milestones for implementing the project.

A progress plan for the various activities must also be included in the *application form*.

4.5. Dissemination plan

The project description must describe a plan for dissemination. Including which target groups, activities and timetable will be used to communicate the results of the project.

5. User participation

The project description must include a plan for user participation. Users can contribute in several different ways to the project and in different phases of the research; planning, implementation and dissemination of the results from the project.

The plan must clarify how user participation is ensured, and in which phases and parts of the project this will apply. User participation is a statutory requirement and a health policy priority area.

6. Ethics and legal requirements

The *project description* must include ethical, judicial and regulatory considerations and how these will be met. It must also include a plan for applying for regulatory approvals, including for the use of (new) technology/digital projects. If this is not applicable, justification must be provided.

The status of ethical approvals must also be stated in the *application form*.

7. References

The reference list should refer to research and knowledge base that is relevant to the project.

Font size 9 can be used in the reference list.