

# Functional impairment 2018, Junior researcher grant

Instructions for the Prisma application form

## General information

The applications are to be assessed by a specially appointed review panel comprising international researchers and representatives of the public with knowledge of Swedish conditions.

Since applications are reviewed by international experts, your application should be written in English. If the application is submitted in Swedish, the quality of the assessment may be compromised.

Please observe that spaces are included in all character limitations. If you intend to copy text into the application form, we recommend checking whether the number of characters, such as the character count in Microsoft Word, matches the number of characters in the form in Prisma. Underlying formatting can occur which causes the number of characters to be inconsistent with the character count in Microsoft Word. If it does not match, you must either try to clear all formatting by copying paragraphs into Notepad or similar, or type directly in Prisma.

It is not possible to add images in the text fields, these are instead added in the field Image uploader (under Project description). Include a visible reference inside the images so that you may reference them in the text.

## Prisma

All applications are submitted through Prisma. For most of the required steps, user manuals are available. We urge you to consult these when writing your application.

- [Prisma user manual](#)
- [Read more about Prisma](#)
- [FAQ Prisma](#)
- [Prisma support](#)

Before writing your application, make sure the following conditions are met:

- You have created a personal account in Prisma
- All participating researcher have created personal accounts in Prisma
- Each participating researcher has stored personal data, CV and publications on their account

- Your administrating organisation has an account in Prisma

## Basic information

### Project title and abstract

#### Project title in Swedish (max 200 characters)

The title should be formulated so that the project's purpose is evident and so that laymen may understand. The project title is often used on its own and should therefore be formulated with care.

#### Project title in English (max 200 characters)

The title should be formulated so that the project's purpose is evident and so that laymen may understand. The project title is often used on its own and should therefore be formulated with care.

#### Abstract in Swedish (max 2 000 characters)

The purpose of the abstract is to inform Forte's evaluators and decision makers about the planned project. The abstract should be able to stand on its own, which is why you should make no references to other parts of the application. It is also important that laymen can understand the abstract.

#### Abstract in English (max 2 000 characters)

The purpose of the abstract is to inform Forte's evaluators and decision makers about the planned project. The abstract should be able to stand on its own, which is why you should make no references to other parts of the application. It is also important that laymen can understand the abstract.

### Time plan

Junior researcher grants cover four years.

### Subject classifications

#### Forte's main subject areas and subareas

Choose a suitable main subject area and a subarea for your application. Don't forget to save your choice. Forte reserves the right to reclassify your application.

#### Alternative subarea

You have the option to choose an alternative subarea for your application. This subarea can have another main subject area. Don't forget to save your choice. Forte reserves the right to reclassify your application.

**Coordination area**

Forte has a national coordination responsibility for research in several research areas. Choose one of the areas if they apply to your application. If none are applicable for your project, choose the option no coordination area. Don't forget to save your choice.

**SCB-codes**

In order to facilitate future analysis of research funded by all Swedish research funding agencies, all applications are classified according to Statistics Sweden's standard. Don't forget to save your choices.

**Project description****Purpose, background, research questions, theories, relation to previous research in the area, identified research needs and the originality of the project (max 20 000 characters)**

Describe the background for the project, the purpose and specific research questions. Describe the originality of the project. Describe previous research relevant to the area, the theoretical starting points and the research needs that the project addresses. If the project is based on a previously completed or still ongoing project, describe how the projects relate to each other and summarise the results of the previous research. The research referred to does not need to be funded by Forte.

**Previous Forte grant ref. number**

If Forte has funded all or parts of your research described above, please state the reference number. State the reference number for previous research projects, junior research grants, postdoc grants, program grants and Forte Centers.

**Study design, methods and data material (max 15 000 characters)**

Describe the study design, material and methods. Also describe which data will be used, how the data collection will be undertaken and the principles and methods for data processing and analysis.

**Interdisciplinarity (max 2 500 characters)**

Describe the disciplines involved in the project and the way in which the project is interdisciplinary.

**Gender and diversity perspective in the content of the research (max 2 500 characters)**

Describe in what way a theoretically based gender and diversity perspective is important for the research project. This applies in addition to a description of the variables included in the research project, such as gender, ethnicity and disability. Disability, ethnicity,

socioeconomic status, age and sexual orientation are aspects that are included in the diversity concept.

### **Work plan (max 15 000 characters)**

Describe clearly what will be done and how the work will be organised. The work plan should also contain information about the staffing of the project, including details of each person's tasks. Cooperation with other researchers outside of the project group is described here. The work plan should be detailed enough so that the reviewers can assess the feasibility of the project.

### **Ethical considerations (max 2 000 characters)**

Comment if the project lacks ethical problems, needs certain ethical considerations, will be submitted to an ethical review committee or has been approved by an ethical review committee. Rules for ethical review and the ethical review organisation are described in detail [here](#).

### **References for the project description (max 5 000 characters)**

Give a bibliography for the project description AND a selection of a maximum of ten publications from the project group that are relevant for the application. List publications intended to strengthen the applicant's and co-applicants' research competence under the page Publications (alternatively the page PDF attachment publications).

### **Gender balance in the research group (max 500 characters)**

Comment on the gender balance in the research group from an equality perspective.

### **Image uploader**

In this field you can upload images related to your project description. Include a visible reference inside the images so that you may reference them in the text. You can upload images in JPG, PNG and GIF formats. Maximum 4 MB/image.

## **Relevance**

### **Relevance in relation to societal needs and Forte's area of responsibility (max 5 000 characters)**

Comment on the relevance of the project in relation to societal needs and to Forte's areas of responsibility. Describe how the research questions are related to societal needs.

### **Public engagement (max 5 000 characters)**

Comment on the project's collaboration with representatives for relevant organisations, authorities, users or other actors. This concerns cooperation with actors outside the scientific community. Specifically, describe which actors you will engage, in which phases

of the research process and in what forms. Motivate the relevance of interaction and describe expected effects.

### **Impact and communication of research results (max 5 000 characters)**

Outline the plans for utilisation of the project's research results. Discuss possible target groups and describe the actors to be contacted and involved, the methods to be used in the work and expected effects. This may regard policy, practice or working methods, etc.

## **Budget**

Junior researcher projects are granted for four years, where a fixed amount of 1 000 000 SEK is granted the fourth year. Provide a budget for the years 2019-2022. Give a brief account of how you plan to use the funds that you are applying for.

Please observe that everything entered in the table "Running costs and salaries including social fees", is automatically summarised in the table "Total Budget" as Running costs. Indirect costs (OH) are reported separately in the table "Total Budget". The total budget should not exceed SEK 6 million (including OH), out of which 1 million is reserved for the fourth year.

Please note that wages entered into the tables "Full time monthly salaries excluding social fees" and "Full time monthly salaries excluding social fees for other personnel" are to be summarised and entered into the table "Running costs and salaries including social fees", where they must include social fees.

### **Running costs and salaries including social fees**

The following categories may be used:

- Materials and equipment. Specify what is applied for concerning equipment needed to be purchased specifically for the project. This means equipment normally not available at the institution (or equivalent). If the equipment also will be used for other activities should the application only raise costs corresponding to the use in the current project. If the equipment is an investment you can only apply for capital and interest burden. You cannot include costs for the purchase of personal computers or other normal office equipment in the application.
- Travel costs. It is possible to apply for funding for such trips abroad which is justified by planned international collaboration in the project or for travel to international conferences to report on the project.
- Salaries including social fees. Enter total costs including social fees for personnel to be salaried by the applied project grant. Note that you should report the wage costs in the project even for not yet employed personnel. **The grant is intended to cover at least 40 % of a full-time salary for the main applicant.**
- Other costs. Specify other costs in the project such as cost of premises, minor consultant work, literature searches, data costs, consumables (not office supplies),

scientific publication, planned efforts for sharing knowledge outside the scientific community.

Since January 2012, all granted projects are provided with a general grant of SEK 30 000 for open access publishing. Such costs should therefore not be included in the project budget. Government institutions calculate their costs excluding VAT. For projects at non-governmental institutions, Forte will only reimburse VAT that constitutes a real cost for the project.

### **Total budget**

Everything entered in the table “Running costs and salaries including social fees”, is automatically summarised in the table “Total Budget” as Running costs.

In this table, you fill in the indirect costs (OH). There is no agreement between Forte and SUHF (The Association of Swedish Higher Education) concerning indirect costs for external research grants. The model used for calculating the indirect costs should be the one used at your department.

Report indirect costs as a separate item specifying amount per year. Please note that the column “Other costs” is not to be filled in.

### **Full time monthly salaries excluding social fees**

- You have to invite any participating researchers before you can complete this field. Account for wages and work efforts for all participating researchers and specify who will be salaried from the project by ticking the box next to each person in the table.
- Tick the box if the person should be salaried from the project. **The grant is intended to cover at least 40 % of a full-time salary for the main applicant.**
- Report salary/estimated salary converted into full time monthly salary excluding social fees for those persons who should be salaried from the project
- Report the estimated work effort in the project in percent of full time per year. The work effort should be reported even for persons that should not be salaried from the project

Persons with employments that include research cannot be financed fully by the project grant. Not yet employed personnel are reported below.

### **Full time monthly salaries excluding social fees for other personnel**

Report salaries for other personnel not yet employed, such as PhD students, consultants, administrative staff etc. Report the role in the project, name or function and:

- tick the box if the person should be salaried from the project.

- report salary/estimated salary converted into full time monthly salary excluding social fees for those persons who should be salaried from the project
- report the estimated work effort in the project in percent of full time per year. The work effort should be reported even for persons that should not be salaried from the project

### Other funding for this project

Report the name of the financier, the applicant/project leader, kind of grant, the status of the funding application, ref.no. or equivalent and granted/applied amount.

## Doctoral degree

In this call, junior researcher grants can only be applied for by those who have obtained their doctoral degree between January 1<sup>st</sup> 2013 and November 15<sup>th</sup> 2018. Attach a copy of a certificate of your doctoral degree, an attested certificate of your completed doctoral examination or an attested certificate of the planned date of examination.

## PDF attachment publications

**Primarily, Prisma's function for reporting publications should be used.** If Prisma is used, leave this field empty. If you cannot use Prisma's function for reporting publications, you may upload a PDF file with a list of your 10 publications here. Note the limitations that apply (see Publications below).

## Administrating organisation

In order for you to apply, your Swedish university or higher education institution (HEI) must have been approved as an administrative organisation and created an organisational account in Prisma. The approved administrative organisations are listed as choices in Prisma. Select your HEI as an administrative organisation. **If your HEI/research organisation is missing as a choice in Prisma, please contact the organisation.** After the call has closed, your application will automatically be sent to your administrative organisation. The administrative organisation must then distribute the application to an authorized representative who must sign the application within 7 days of closing.

## Review panels

Select the review panel that is available.

## Participants

Add participating researchers here. All participating researchers must open personal accounts in Prisma and add their CV and the publications they want to use in the application. They also have to agree to their participation in the project before the call closes. Encourage your colleagues to open an account in Prisma well ahead of deadline.

## CV

All CV and publication details for applicants and participating researchers are stored on the respective researcher's personal account. Under this heading, all participating researchers import their respective CV-data from the personal account. The following limitations apply:

- 3 employments
- 3 postdocs
- 3 research exchange assignments
- 3 expert fields
- 3 associate professors
- 2 basic educations
- 5 supervised post doctors
- 5 supervised PhD students
- 3 awards and distinctions
- 3 other merits

## Publications

The purpose of these publications is to support the research competence of the project group. Each researcher imports publications from their personal account. Applications are limited to ten publications per main applicant and five per co-applicant.

In addition, a selection of maximum ten references from the project group, relevant for the application, can be added to the field "References for the project description" above.

## Register

Register your application here.

## Contact information

If you have any questions about the call or how to fill in the application form, please contact:

**Dag Hervieu**, senior research officer, [dag.hervieu@forte.se](mailto:dag.hervieu@forte.se)

**Sofie Wallerström**, senior research officer, [sofie.wallerstrom@forte.se](mailto:sofie.wallerstrom@forte.se)

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