

Practice-oriented research into mental illness 2019

Instructions for the Prisma application form
Project grant

General information

The applications are to be assessed by a specially appointed review panel comprising international researchers and Swedish 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.** Forte is not responsible for the quality of any translations.

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 the [Prisma application and review system](#). 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 researchers have created personal accounts in Prisma
- Each participating researcher has stored personal data, CV and publications on their accounts
- Your administrating organisation has an organisational account in Prisma and has been approved as an administrating organisation at Forte

Basic information

Project title and abstract

Project title in Swedish (max 200 characters)

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)

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

Project grants are granted for one, two or three years.

Subject classifications

Focus areas of the call

Choose which of the call's focus areas that are relevant for your application.

Forte's main 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.

Forte's areas of coordination

Forte is national coordinator 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.

Sustainable development goals

Classify your application according to the United Nations Sustainable Development Goals. You can choose a maximum of three goals. More information is available [here](#).

Project description

Purpose, research questions, theories, background and the originality of the project (max 20 000 characters)

Describe the project's purpose, specific research questions, background and originality. Write a brief literature review and analysis of the theoretical starting points and describe the project's added value in relation to previous research in the area. 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.

Study design, methods for data collection and analysis (max 15 000 characters)

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

Interdisciplinary and/or multidisciplinary approach (max 2 500 characters)

Describe the disciplines involved in the project and how the project is inter- or multidisciplinary.

Gender and diversity perspectives 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 is going to be done and how the work will be organised. The work plan should contain information about the staffing of the project, including details of the persons' project tasks. Cooperation with other researchers outside of the project group is described here. The work plan should be detailed enough that reviewers can assess the feasibility of the project.

References for the project description (max 6 000 characters)

State references used in the project description. List publications intended to strengthen your research competence under the page Publications.

Gender distribution of the research group (max 500 characters)

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

Image uploader (max 4 MB/image)

Here you can upload images that illustrate parts of your project description. Include a visible reference in the image so that you can refer to it in the text. Allowed file extensions: JPG, PNG and GIF format.

Letters of intent from collaborating partners (optional)

Here you can upload documents (e.g. letters of intent) that support the parts of your application relating to collaboration and practical application. Please note that only one document can be uploaded. If you want to submit several, you must combine them into a single document.

Ethics**Ethical review needed**

Check the box if your project needs **or** has received ethical approval.

Comment on the project's ethical considerations (max 2 000 characters)

Comment if the project lacks ethical problems, needs certain ethical considerations, will be submitted to the Swedish Ethical Review Authority or has received ethical approval. Comment on why the project needs or does not need ethical review. Rules for ethical review and the ethical review authority are described [here](#).

Relevance

Relevance in relation to societal needs, Forte's areas of responsibility and the focus areas of the call (max 3 000 characters)

Comment on the relevance of the project to societal needs, Forte's areas of responsibility and the themes of the call.

Engagement with users of research results during the research process (max 3 000 characters)

Comment on the project's collaboration with relevant actors within health care, social care or social services as well as users and relatives 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.

Utilisation and communication of research results (max 3 000 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. Describe also how information about the project and its results are to be disseminated within and outside the scientific community.

Budget

Project grants are granted for one, two or three years. Give an account of how you plan to use the funds that you are applying for. Since project start is December 1, 2019 (as opposed to January 1, 2019), the project time will extend 11 months into an extra year (2020 for one-year projects, 2021 for two-year projects and 2022 for three-year projects). **Leave this column empty and provide a budget for one, two or three whole years (2019 for one-year projects, 2019-2020 for two-year projects and 2019-2021 for three-year projects).**

Please note that wages entered into the tables "Salaries (excluding social fees) for project leader and participants" and "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.

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 must not exceed SEK 1 million for one-year projects, SEK 3 million for two-year projects and SEK 5 million for three-year projects. All amounts are including indirect costs.

Salaries (excluding social fees)

Salaries (excluding social fees) for project leader and participants

If you have participating researchers, you have to invite them before you can complete this field. Account for wages and 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.

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

Persons with employments that include research cannot be financed fully by the project grant.

Salaries (excluding social fees) for other personnel

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

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

Running costs and salaries (including social fees) and total budget

Running costs and salaries (including social fees)

Examples of categories that 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.

- **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.

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). Report indirect costs as a separate item specifying amount per year. The model used for calculating the indirect costs should be the one used at your department.

Please note that the column “Other costs” is not to be filled in.

Other funding

Other funding for this project

If you have applied for or received funding for this programme from another research funder, provide information about it here. Report the name of the financier, the applicant/project leader, type of grant, the status of the funding application, ref.no. or equivalent and granted/applied amount per year.

Administrating organisation

In order for you to apply, your Swedish higher education institution (HEI) or research organisation must have been approved by Forte as an administrating organisation and created an organisational account in Prisma. The approved administrating organisations are listed as choices in Prisma. From there, you can select your HEI as administrating organisation and project site for your application. **If your HEI/research organisation is missing as a choice in Prisma, please contact the organisation.** When the call closes, your application will automatically be sent to your administrating organisation. The administrating organisation must then sign the application in Prisma within 7 days.

Review panels

Select the review panel that is available.

Participating researchers

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 the call closing.

CV

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

Educational history

- 1 doctoral degree
- 2 research educations
- 2 basic educations

Professional history

- 3 employments
- 3 post-doctoral assignments
- 3 research exchange assignments
- 3 interruptions in research

Merits and awards

- 3 associate professorships
- 10 supervised persons (5 for co-applicants)
- 5 research grants awarded in competition (3 for co-applicants)
- 3 awards and distinctions
- 3 other merits

Intellectual property

- 3 intellectual properties

Publications

Under this heading, each researcher imports publications from their personal account. The purpose of these publications is to support the research competence of the project leader and participating researchers. Applications are limited to ten publications per main applicant and five per co-applicant.

Check and register

Check and register your application here. The application cannot be submitted before all compulsory fields are filled in and no limitations are exceeded.

Contact information

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

Teresia Weinberg, Senior research officer, teresia.weinberg@forte.se

Peter Allebeck, Secretary general, peter.allebeck@forte.se