# Provide information for application to become an administrating organisation

Applications for an approved organisation account are made in the research councils’ common application and case management system [Prisma](https://prisma.research.se/). The application is approved provided that the organisation meets the criteria established by Forte. This form will provide basis for Forte’s assessment of the application.

In order for Forte to assess an application to become an administrative organisation, the organisation must answer the below questions. To clarify the purpose of the questions, each question has been linked to Forte’s criteria. Forte may need to request additional information before a decision is made.

Please note that this form becomes an official document when received by Forte, and it can thus be provided to the public on request.

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| **Criterion: The administrating organisation must be a Swedish legal entity with a Swedish organisation registration number.** | |
| Name of organisation |  |
| Registration number |  |
| Contact person |  |
| Job title of the contact person |  |

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| --- | --- |
| **Criterion: The administrating organisation must conduct research. Conducting research means having a documented research activity.** | |
| The organisation’s main activity |  |
| Any other activities |  |

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| --- | --- |
| Documentation of research activity: (references and/or other records of research activity) |  |

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| **Criterion: The administrating organisation must have the ability to meet the commitments described in Forte’s terms and conditions.** The terms and conditions require, among other things, that the administrating organisation should manage the funds allocated by Forte and ensure that the project leader and other relevant personnel have access to the facilities, equipment, and other resources needed to implement the project. Forte’s terms and conditions for research grants are published on the page [General terms and conditions for grants](https://forte.se/en/funding/apply-for-a-grant/general-terms-and-conditions-for-grants/). | |
| The organisation’s guarantee for meeting the above criterion (Yes/No) |  |

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| **Criterion: The administrating organisation must guarantee academic freedom within the framework of its task, by means of freedom in choosing research problems, developing research methods, and publishing research results.** | |
| How does the organisation guarantee academic freedom within the framework of its task? |  |

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| --- | --- |
| **Criterion: The administrating organisation must ensure that the results of the research conducted with the support of Forte are made freely available to other researchers as well as to public and corporate stakeholders.** | |
| How does the organisation ensure that the results of the research conducted with the support of the Forte are made freely available? |  |

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| **Criterion: The administrating organisation cannot use grants for economic activity.** As a general rule, all companies are assumed to conduct economic activity. Associations and other organisations may also be included here, depending on what sort of activity they conduct.  For organisations that conduct both economic and non-economic activity, it is possible to be an administrating organisation if grants are used for the non-economic activity. Grants cannot be used for the economic activity. The accounts for the different activities must be kept separate.  Economic activity is defined in EU law as the sale of goods or services at a given price, on any form of market. Economic activity also includes goods or services that typically can be offered on the market, even if they are not offered on the market in the specific case. This can, for example, include services offered by an interest organisation to their members without charge. | |
| In what legal form is the organisation run? (for example: authority, limited company, foundation, non-profit association…) |  |
| The organisation’s main source of funding |  |
| Other sources of funding (if any) |  |
| Does the organisation conduct economic activity as defined in EU law? |  |
| If the organisation conducts both economic and non-eoconomic activities, how will the organisation keep the accounts for the different activities separate? |  |

**For the organisation:**

|  |  |
| --- | --- |
| Place and date |  |
| Signature |  |
| Name |  |
| Job title |  |

The form is sent to Forte’s registrar, [registrator@forte.se](mailto:registrator@forte.se), reg.no. 2021-00008.