

## Social and cultural dynamics in the digital age

### Instructions for the Prisma application form Project grant step 1

#### General information

This call is open to researchers who are Swedish partners in a consortium applying in CHANSE's call "Transformations: Social and Cultural Dynamics in the Digital Age". Information about that call and a link to the application system are available on [the call's web page on Forte.se](#).

It is in CHANSE's application portal that the entire consortium applies. Only the Swedish part of a consortium project shall apply in Prisma as well. The project leader of the Swedish part of the consortium project is the main applicant in Prisma. Other participants in the Swedish part of the consortium project, that are named in the application to CHANSE, must be named as participating researchers in Prisma as well.

Please observe that spaces are included in all character limitations. If you intend to copy text into the application form, we recommend making sure that 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.

#### 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](#)
- [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.

*Acronym (max 128 characters)*

Write the acronym of the project.

*Abstract in Swedish (max 2 000 characters)*

*Abstract in English (max 2 000 characters)*

The abstract should provide an informative description of the project as a whole. It 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 two or three years.

### **Subject classifications**

*CHANSE 2021 topics*

Choose one or more topics.

*Collaboration countries*

Choose the collaboration countries for the project.

*Keywords*

Provide 1-5 keywords for your project.

*Forte's main- and subareas*

Choose a suitable main subject area and a subarea for your application. Forte reserves the right to reclassify your application.

*Alternative subarea*

You have the option of choosing an alternative subarea for your application. This subarea can have another main subject area. Forte reserves the right to reclassify your application.

### *Forte's areas of coordination*

Forte is national coordinator for research in five 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. Forte reserves the right to reclassify your application.

### *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. Select research topic in three levels.

### *Sustainable development goals*

Classify your application according to the United Nations Sustainable Development Goals. You can choose a maximum of three goals. [Read more about the Sustainable Development Goals »](#)

### *Previous Forte grant ref. number*

If Forte has funded all or parts of your research described above, please state the reference number.

## **Ethics**

### *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. [Read more about the Ethical Review Authority »](#)

## **Project application**

### **PDF uploader**

Generate a PDF of the consortium outline application in CHANSE's application portal and upload it here. This can be done a few days after application deadline for step 1 of the CHANSE call.

## **Budget**

Project grants are granted for two or three years. Give an account of how you plan to use the funds that you are applying for. Annual budget must not exceed SEK 2 million. For a two-year project you can apply for a maximum of SEK 4 million, and for a three-year project you can apply for a maximum of SEK 6 million (including indirect costs). The budget applied for must be specified.

## **Cost categories and total budget**

### *Dedicated time for this project*

Enter work effort/estimated work effort as a percentage of full time per year for all personnel in the project. The work effort should also be specified for persons that will not be salaried through the project.

### *Salaries including social fees*

Enter salary costs/estimated salary costs including social fees for all personnel who will be salaried through the project. Salary costs should also be specified for not yet employed personnel.

### *Running costs*

Specify what is applied for concerning running costs. Examples are travel costs, minor consultant work, literature searches, data costs, scientific publication or planned efforts for knowledge dissemination. This also includes costs for premises not included in the indirect costs as well as equipment and material needed to be purchased specifically for the project. This means equipment not normally available at the institution (or equivalent). If the equipment is to be used outside the project, only costs that correspond to the use in the project may be applied for. If the equipment is an investment you can only apply for depreciation costs. You cannot include costs for the purchase of personal computers or other normal office equipment in the application.

Create and name entries in the table so that it is clear what the grant will be used for.

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 tables “Salaries including social fees” and “Running costs” is automatically summarised in the table “Total budget”.

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.

### *Specification of total budget (max 2 000 characters)*

Write a short specification and explanation of salary costs and other costs within the project.

## **Other funding**

### *Other funding for this project*

If you have applied for or received funding for this project from Forte or 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. [Forte's criteria for administrating organisations »](#)

### **Review panels**

Select the review panel that is available.

### **Participating researchers**

Invite participating researchers here. Participating researchers must have obtained a doctoral degree. 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. If an invited researcher has not responded to the invitation in Prisma, the application cannot be submitted. 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 (mandatory)
- 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:

**Aiga Giangiacomo**, Research officer, [aiga.giangiacomo@forte.se](mailto:aiga.giangiacomo@forte.se)

**Olle Lundberg**, Secretary general, [olle.lundberg@forte.se](mailto:olle.lundberg@forte.se)