

Starting grants 2023

Instructions for the Prisma application form Starting grants

General information

The applications will be assessed by a review panel consisting of Nordic researchers and Swedish representatives of the public with knowledge of Swedish conditions.

The application can be written in Swedish or English.

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.

It is not possible to add images in the text fields, these are instead added in the field Image uploader (under "Project description and relevance"). 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](#)
- [FAQ Prisma](#)
- [Prisma support](#)

Before you apply

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

- You have created a personal account in Prisma
- You have stored personal data, CV and publications on your account
- Your Swedish administrating organisation has an organisational account in Prisma and has been approved as an administrating organisation at Forte. [Read more about Forte's criteria for administrating organisations »](#)
- You meet the terms and conditions described in the text "Information about the call" on the [web page for the call](#).

Overview

On this page of the application form you can see which parts of the application that are still missing mandatory information, either from you or your participating researchers. It also shows whether character limitations or other types of limitations have been exceeded.

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 2 500 characters)

Abstract in English (max 2 500 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. The abstract should be structured with the following subheadings:

- **Research problem and specific questions (Swe: Frågeställning)**
Describe the general research problem and specific questions of the project, including potential sub-questions. Briefly describe how the research problem and specific questions corresponds to existing knowledge and research.
- **Data and method (Swe: Data och metod)**
Describe the data sets and methods that will be used/applied within the project and state in what way they are best suited for answering the problem statement.
- **Societal relevance and utilisation (Swe: Samhällsrelevans och nyttiggörande)**
Briefly describe the societal challenges that the project address and how the project results could contribute to ameliorating or solving these challenges.
- **Plan for project realisation (Swe: Genomförande)**
Briefly describe how the project will be conducted and motivate the various cost categories stated in the project budget in a summary form.

Time plan

Starting grants are awarded for two or three years.

Subject classifications

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 the national coordinator of 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 >](#)

Project description**Project description**

Purpose, research questions, theoretical framework, background and the originality of the project (max 10 000 characters)

Provide a description of the project's purpose, specific research questions and background. Write a brief literature review and describe the project's originality and added value in relation to previous research in the area. Describe also the theoretical starting points for the project. 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, empirical material and methods for data collection and analysis (max 10 000 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.

Work plan (max 7 500 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 support personnel, if it is in question in 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.

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.

Host department (optional)

If you plan to carry out all or part of your project outside of Sweden, click on "Add" and enter the information in the table. If you intend to carry out the project at several institutions outside Sweden, add a new entry for each host department.

Host country

Enter the country where you plan to carry out all or part of your project.

Host university

Enter the university from which you plan to carry out your project in the selected host country.

Number of months at host department

Enter the length of time you plan to carry out your project at the chosen host university. This must be stated in the total number of whole months.

Department at host university

Enter the department at the university in the chosen host country where you plan to carry out your project.

Expected benefits of the starting grant*Expected benefits of the starting grant for the applicant, the host department, and the research area (max 4 000 characters)*

Outline how the experience and knowledge gained by the postdoc period will benefit you as a researcher, the host department and the development of the research field.

Societal relevance and utilisation*Relevance to the wider community (max 2 000 characters)*

Describe the relevance of the project to identified societal needs by accounting for the societal challenges to which the research relates and how the research intends to help to

address these challenges. Also describe and justify the need for the research to the research stakeholders.

Benefit for the wider community (max 2 000 characters)

Describe how the research is expected to lead to short or long-term benefits for the research stakeholders, and how this benefit is intended to be promoted. Discuss possible target groups and describe the actors to be involved, the methods to be used in the work and expected effects. This may regard policy, practice or working methods, etc.

Communication of research results (max 2 000 characters)

Describe how information about the project and its results are to be disseminated within and outside the scientific community (such as in academic and/or popular science articles, books, seminars, workshops, training materials). Describe which audiences will be included in the research dissemination.

Is collaboration with the wider community included in the project?

Check the box if collaboration with actors outside of the scientific community is planned within the project. Do not check the box if no such collaboration is planned.

If you check the box, additional questions will appear where you are asked to provide more information on the planned collaboration.

Extent of collaboration

Specify to what extent collaboration is part of the project.

Part/s of the research process with collaboration activities

Specify in what part/s of the research process collaboration activities are included. You can choose more than one alternative.

Does the project budget include costs for collaboration?

State yes or no. Enter these costs in the designated table on the page Budget. Describe and justify the costs in the text field "Explanation of total budget".

Description and justification of the project's collaboration with the wider community (max 2 500 characters)

If collaboration activities are part of the research project: describe the project's planned collaboration with relevant actors outside of the scientific community (such as users, patients, practitioners, professions, policymakers). Specifically, describe which actors you will engage, in which phases of the research process and in what forms. Describe the relevance of the collaboration and describe expected effects. Account for any previous experience of collaboration or co-creation.

Additional project information and eligibility

Multidisciplinarity and interdisciplinarity

Multidisciplinary and/or interdisciplinary approach (max 2 500 characters)

Describe the disciplines involved in the project and how the project is multi- and/or interdisciplinary, if such an approach is applicable. If so, also describe in what way these perspectives contribute to the project.

Sex and gender perspectives in the content of the research

Is a sex or gender perspective applicable for your project?

State yes or no.

Explain your answer (max 2 000 characters)

If yes, explain your answer, and describe also how you take sex and gender perspectives into account in the project description. If you say yes, but still choose not to include it in your project description, you will need to explain this here. If no, explain your answer.

Ethics

Ethical considerations (max 1 500 characters)

Address the ethical aspects of the research and how any ethical issues will be handled. Comment if the project will be submitted to the Swedish Ethical Review Authority or has received ethical approval. [Read more about the Ethical Review Authority »](#)

References

References for the application (max 5 000 characters)

State references used in the application. List publications intended to support your research competence on the page Publications.

International collaborations (optional)

Collaboration countries

If relevant, select countries that you collaborate with in the proposed project. [Read more about Forte's principles on international collaborations »](#)

Eligibility

Date of obtained doctoral degree

Fill in the date that you received your doctoral degree, i.e., the date your degree certificate was issued. For information on eligibility requirements and deductible time, see the document "Information about the call" on the [web page for the call](#).

Title of the doctoral thesis

Write the title of your doctoral thesis.

Academic field of the doctoral thesis

Fill in the academic field of your doctoral thesis, for example Sociology.

Summary of the doctoral thesis (max 7 500 characters)

Summarise your doctoral thesis. If the doctoral thesis is a compilation thesis, start off with a list covering the various pieces of work including information about authors and publication status (with name of the journal if accepted).

Certificates*Certificate of doctoral degree*

Attach a certificate of your doctoral degree.

Host department commitment (optional)

Attach a certificate of the Swedish and/or the foreign host department's commitments here. Please note that only one document can be uploaded, and this must be in PDF format. If you wish to attach several, you must combine them into a single document. It must be signed by the head of department or equivalent. The certificate must contain the following parts:

- The name of the host department
- The name of the applicant and the time period of the visit
- How the applicant's proposed research fits into the research and expertise of the department and/or research team involved
- A description of the applicant's proposed role in the department in the research team and/or
- How the department will fulfil the applicant's need for premises, equipment and other infrastructure
- How the research environment will support the development of the applicant's scientific career, networks and competence.
- If relevant, time period for your stay abroad

Documents that confirm collaboration (optional)

Here you can upload documents (e.g., Letters of Intent) that demonstrate external actors' engagement in the research process. This is not required for participating researchers of the project. Please note that only one document can be uploaded and that it must be in a PDF format. If you want to submit several certificates, you must combine them into a single document.

Additional cost supplement for accompanying family members (optional)

When staying abroad, Forte will grant additional cost supplement for accompanying partners, as well as for children under the age of 19 for whom you have an obligation to

provide. If your application is granted funding and you qualify for the additional cost supplement it is calculated according to principles set up by the Swedish Agency for Government Employers and it is thereby attributed to the cost situation in the specific country. [Read more about the Swedish Agency for Government Employers guidelines about additional cost supplement »](#)

You shall not include the additional cost supplement in your stated budget. Forte will contact you if necessary, after a decision if further information is needed. Decisions on additional cost supplements will be made in autumn 2023

Are you eligible to an additional cost supplement for accompanying family members?

Check the box if you are eligible to an additional cost supplement for accompanying family members. If you are not eligible, leave the box blank. If you check the box, additional questions about the included items will appear. Answer these.

Accompanying partner

State yes or no if you have or do not have an accompanying partner.

Number of accompanying children under the age of 19

Enter in numbers the number of accompanying children under the age of 19 for whom you have an obligation to provide.

Information needs to be supplemented later

In cases where you do not have the ability to fill in the information above, answer yes, otherwise no

Describe needs, travel arrangements and which time periods family members intend to accompany (max 2 500 characters)

Describe as best you can, Forte will contact you to confirm if your application is granted funds.

Budget

Starting grants are awarded for two or three years. Give an account of how you plan to use the funds that you are applying for.

Total budget may not exceed SEK 1 250 000 per year (including indirect costs). Costs that fall outside of the project time span are not eligible and should not be entered into the form. Please note that you as an applicant must have at least 50% activity level of full-time activity.

Activity level and cost categories

Activity level in the project

Enter the estimated activity level in percentage of full-time employment per year. The time set aside must be adapted to what you, and any support staff, will carry out in the

project. The main applicant has the scientific responsibility for the project as well as being the project leader and is therefore expected to be active in the project throughout the entire grant period. Support staff may be included to a lesser extent as needed. The activity level should also be specified for persons that will not be salaried through the project. Any support personnel do not need to be named, function is sufficient in the field for personal name.

Salaries including social fees

Enter salary costs/estimated salary costs including social fees for all personnel who will be salaried through the project.

Running costs

Specify what is applied for concerning running costs and motivate the costs in the text field “Explanation of total budget”. The costs estimation should be as accurate as possible.

It is not allowed to include publication costs for open access publication of research articles in the application. [Read more about Forte’s guidelines for publication with open access »](#)

Costs that are not included in the indirect costs (OH), such as premises as well as equipment and material needed specifically for the project, must be specified and motivated in the text field “Explanation of total budget”. If the equipment is to be used outside of the project, only costs that correspond to the use during the project life span may be applied for. If the equipment is regarded 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 as these are expected to be covered by the indirect costs.

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.

Explanation of total budget (max 3 000 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. 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

Choose between the review panels Health, Working life and Welfare depending on which group you consider to be best suited for your application. Forte reserves the right to reallocate your application to another review panel.

Participating researchers

For the starting grant, you cannot invite participating researchers.

CV

All CV and publication details for applicants are stored on the 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 research grants awarded in competition
- 3 awards and distinctions
- 3 other merits

Intellectual property

- 3 intellectual properties

Publications

Under this heading, you import publications from your personal account. The purpose of these publications is to support your research competence. Applications are limited to ten publications per 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 etableringsutlysning@forte.se