

# Template for the Project Description – research projects

**Note** that all the main points/headlines of the project description are mandatory, while the subtopics are just guidelines and might not be relevant for all projects.

## Format requirements:

- The project description must be precise and to the point and written in Norwegian or English, optionally in Swedish or Danish.
- Max. 10 pages including figures, tables, references, and appendix. Page format should be A4.
- Font: Calibri 11 point, single spacing, min. 2 cm margins. Font 9 can be used for the list of references and figure legends.
- The application will not be processed if the project description exceeds the limit.

## PROJECT TITLE

The project title must reflect the content of the initiative. Max. 150 characters. Do not write the project title using capital letters.

## 1. Introduction

The introduction should provide a brief description of the background to the strategic initiative and identify the key challenges in the research field covered by the project.

Provide a description of:

- The status of knowledge in the research field
- The field's major knowledge challenges, both nationally and internationally
- The background for the strategic initiative
- The project's significance for the research field

### 1.1. Impact on the health services

In the application form (eSøknad), a brief statement should be provided on the expected significance of the project for the healthcare institution/private nonprofit organization, including its value for patient treatment (short and long term) and/or disease prevention and/or the organization and quality of healthcare services.

## 2. Objectives and Goals/Milestones of the Project

The project's objectives should be presented with clearly defined main and sub-goals. The goals must be clearly defined, tangible and verifiable. Main and sub-goals should be described in the application form (eSøknad) and can be elaborated in the project description based on:

- Objectives and/or hypotheses
- Short-term and long-term goals
- Expected results to be achieved during the project period
- Expected significance for the knowledge field

## 3. Feasibility

Being feasible means that the initiative can be implemented in the best possible way within the project period.

### 3.1. Study Design, Choice of Methodology and Analysis

Provide an explanation and justification for the choice of the specified scientific methods used in the initiative. The method choices should be justified, and it should be clear how they are suitable for answering the research questions. Alternatively, a description can be provided of how methods will evolve through the project.

Provide a description of:

- necessary equipment and personnel
- how the choice of methods is relevant
- design (clinical studies)
- Statistical power to address the research question, where relevant (clinical studies)
- Use of exploratory markers for patient stratification, if relevant (clinical studies)
- Gender-specific analyses, if relevant

### 3.2 Risk assessment

Provide a description of how risks related to the feasibility of the project have been identified and addressed, e.g., through alternative approaches to recruitment challenges, methods, delays, limited access to infrastructure, analysis, etc.

### 3.3 Organization and Collaboration

The project description should include an overview of the project's organization and collaborations.

Provide a description of:

- The organization of the initiative and its possible affiliation with a research group, including project leadership.

- The expertise, infrastructure, and other resources of the environment that are important for the implementation of the initiative.
- The scope of regional collaboration, and if applicable, national and international collaboration (Note! All participants in the project must also be listed in the participant list in eSøknad.)

### 3.4 Budget

The budget should be set up in the application form (eSøknad). The budget should provide a clear overview of cost frameworks and align with the initiative's goals and content.

The initiative is awarded for three years. For projects with PhD or Postdoc positions that are planned at 50%, the position must be listed as three years in the budget module, and the need for adjustments will be subject to agreement with the administration after grants have been awarded.

The budget must show the applicant institution's own contribution to the initiative (at least 25% of the total application amount in fresh funds). Note that the annual rates for PhD and postdoctoral fellowships in eSøknad are adjusted to 75% of the regular rate. The remaining amount must be covered by the applicant institution. This applies to both project support and PhD fellowships related to Vestlandslegen.

For projects in the application category Strategic initiatives (project support), it must be clear that resources are allocated for leadership and coordination. Other funding sources should also be reflected in the budget (self-financing, other external sources, etc.).

If necessary, provide additional information about the budget and resource use in the text fields in eSøknad, for example in the project description.

### 3.5. Plan for Milestones and Dissemination

An activity plan (milestones) for the project should be listed in the application form (eSøknad). The project description should include a more detailed description of the timeline and milestones for the implementation of the project.

### 3.6 Plans for Implementation

Provide a description of:

- How new knowledge can be used in the health service
- The plan for implementing the results of the project
- How the project is expected to strengthen research activity at the applicant institution beyond the project period

Provide a description of the potential for implementing and / or translating results from the Initiative.

## 4. User involvement

Describe how users will be involved in the strategic initiative and how user participation can increase the quality and relevance of the initiative. Users are primarily patients and relatives. Users may participate in various phases of the research project. User involvement must not be confused with the collection of data from patients and relatives who act as research participants.

If user involvement is not relevant to the project, this must be indicated and justified.

Researchers receiving Health West's research funding must have completed a course in user involvement: <https://helse-vest.no/vart-oppdrag/vare-hovudoppgaver/forsking#digital-opplaering-for-brukarmedverknad-i-helseforskning>

## 5. Ethical Considerations

Describe any ethical considerations related to the strategic initiative and how these will be addressed. If there are no ethical issues, this should be indicated.

## 6. References

The references should refer to literature that supports the professional content of the project:

General advice:

- The applications are peer reviewed by external and independent evaluation committees. It is therefore essential that the strategic initiative is described in a comprehensive and structured manner in the project description. The project description is essential for the assessment of an application.
- Avoid excessive use of technical terms and abbreviations etc.