

# Grants for NOS-HS workshops 2018

The Joint Committee for Nordic Research Councils for the Humanities and the Social Sciences (NOS-HS) invites proposals for funding covering series of Nordic workshops. The aim of the grant is to promote research collaboration and development of new research areas and programs within the humanities and social sciences in the Nordic countries. The budget allocated for the call is approximately 13,5 million SEK.

The allocations of NOS-HS are subject to the availability of appropriate funds in the budget of NOS-HS.

## Summary

<b>Type of grant:</b>	Grants for NOS-HS workshops 2018
<b>Objective:</b>	The aim of the grant is to promote research collaboration and development of new research areas and programs within the humanities and social sciences in the Nordic countries.
<b>Subject field:</b>	Humanities and Social Sciences
<b>Applicant status:</b>	Individual researcher
<b>Participating researchers:</b>	No less than two participating researchers from two different Nordic countries must be included.
<b>Grant period</b>	01.01.2019 – 31.12.2020
<b>Grant amount:</b>	300 000 – 450 000 SEK
<b>Budgetary framework:</b>	Approximately 13 500 000 SEK for a period of 2 years
<b>Call deadline:</b>	20.03.2018 at 2 PM
<b>Publication of grant award decisions:</b>	No later than November 2018
<b>Grant period start date:</b>	1 January 2019, earliest.

## Eligibility criteria for grant applications

You must fulfil the requirements set out below to be eligible to apply for the grant. The NOS-HS will carry out controls to ensure that applications that do not adhere to the eligibility criteria are rejected from further processing.

### Workshop contents and structure

NOS-HS supports series of workshops held in the Nordic countries during 2019 – 2020. A series of workshops comprises two or three workshops that focus on a specific scientific theme. Each workshop is typically held over a period of one to three days. A limited number of participants have, based on their scientific expertise, been invited to discuss the relevant subject.

## Focus

The primary objective of the call is to promote the development of new researcher- and curiosity-driven research areas and programmes within the humanities and social sciences in the Nordic countries. Therefore, the proposed series of workshops must have a strong research focus and focus on novel research areas. It is not possible to apply for already established and on-going activities.

The secondary objective of the call is to encourage the inclusion of junior scholars and actors from outside of the academia in Nordic social sciences and humanities networks. It is also considered an advantage in evaluation if a series of workshops aims at preparing ambitious research proposals to Nordic or international research programmes.

## Applicant and administrating organisation

The workshop grant call is open to individual researchers in the Nordic countries. To be eligible to apply, you must hold a Nordic doctoral degree or an equivalent foreign degree. The doctoral degree must have been awarded before the deadline of this call.

The grant must be administered by a Nordic university, Nordic Higher Education Institution, or another Nordic public organisation that fulfils the Swedish Research Council's [requirements for administrating organisations](#). Please note that you will not be able to submit your application before The Swedish Research Council has approved your organisation as an administrating organisation.

If you are granted funding, you must be employed by the administrating organisation during the grant period. The administrating organisation will acknowledge this commitment by signing the application in the Swedish Research Council's grant application system Prisma (see instructions for applying).

## Participating researchers

You must include a minimum of two participating researchers from two different Nordic countries in the application. You can include a maximum of six participating researchers. The participating researchers must, together with the project leader, represent at least three institutions in three different Nordic countries. Participating researchers are researchers who play a key role in the planning and implementation of the proposed workshops. The participating researchers must hold Nordic doctoral degrees or equivalent.

## Costs and grant funding

The grant may be used to cover any costs related to organising the series of workshops and disseminating the workshop results. Indirect (overhead) costs are covered up to a flat rate of 10 % of the total grant amount. The grant may not be used to cover research costs.

The grant may not be used for scholarships. It is not possible to apply for already established and ongoing activities.

You may apply for a total of SEK 300 000 – 450 000. Applications for a lower or higher amounts will be rejected and not processed further. No additional funding is to be expected from the NOS-HS for this purpose or any secondary activities.

## Grant period

The grant covers a series of two or three workshops held in the Nordic countries during 2019–2020, starting earliest from 1 January 2019. The funding may be used for up to additional 6 months after the grant period ends.

## Number of applications and previous grants

You can only submit one application for this call. You may not be the project leader of an ongoing NOS-HS workshop grant that continues during the grant period of this call. You may not have previously been awarded a grant for the same series of workshops or the same project idea. Also, you may not apply funding for organising workshops within ongoing research projects.

For all grants funded by the NOS-HS, a financial report must be presented within the prescribed deadlines. If you have received funding from the NOS-HS before, you will only be able to apply for a new grant if the final financial report on the previous grant has been submitted within the prescribed deadline. Should a financial report be missing, the current application will be rejected. For questions as to whether your financial statements have been submitted, please turn to your administrating organisation.

## How do I apply?

You apply electronically through [Prisma](#), which is the grant application system used by the Swedish Research Council. You create an application in the Prisma system by filling out the text fields, retrieving CV information from your personal account and by enclosing the required appendices.

Before applying, you must create a personal account in Prisma where you store your personal data and CV. Please remember to create your personal account well in advance. The applications that you register in Prisma will be linked to your personal account.

In order for you to be able to apply, your organisation must have become an approved [administrating organisation](#) and created an organisation account in Prisma.

Most of the required steps in the Prisma system are described in the [User Manual](#) and the [FAQ answers](#). We advise you to have a look at these documents when you write your application.

## Participating researchers

One of the application requirements is to include at least two participating researchers from two different Nordic countries. The participating researchers need to create personal Prisma accounts and register their personal data and CV. You, as the applicant, must invite the participating researchers into the application.

The participating researchers must thereafter agree to their participation. Once this has been done, the participating researchers will be able to extract needed information from their CV into the application and participate in writing the application. Please note that you must include at least two participating researchers in your application. Other workshop participants shall be listed in a separate list, see "What must the application contain?".

## **Text fields**

Some of the text fields in the application form are format table, which means that in those fields you can change the font and size and insert certain tables, formulas and symbols. If you have written the text in advance using Microsoft Word, you will also be able to copy paste the text and keep the initial formatting. Pictures can however not be inserted into the text fields.

All text fields have limitations as to the number of characters and this is illustrated by a word count calculator. If you use too many characters you will not be able to register the application.

## **Signing**

Both you, as applicant, and the official representative of the administrating organisation must sign the application electronically in Prisma. Signing is completed when the person responsible for initiating the application at the administrating organisation registers the application. More information can be found under the tab Registering the application below.

## **What must the application contain?**

We advise you to familiarize yourself with the application form in Prisma at the same time as you read through the instructions below.

## **Language**

Your application must be in English, as the scientific assessments of the applications are done by international peer reviewers.

## **Application subsections**

The application form contains the following tabs:

- Descriptive data
- Research description
- Budget and research resources
- Publications PDF (to be attached as a separate PDF document)
- Administrating organisation
- Review panels
- Participants
- CV
- Register

Below you will find an outline of the information required under each tab. Mandatory information is marked with an asterisk (\*) in Prisma.

## **Descriptive data**

Under this tab, you are requested to provide the project title (N.B. only in English, also where the system asks for a Swedish project title), the primary and secondary objectives of the workshops, an abstract, information concerning the project period as well as keywords and classifications for describing the project.

## **Primary and secondary objectives**

Describe shortly how your project meets the NOS-HS objectives. The description may contain a maximum of 1,500 characters, including blank spaces.

## **Abstract**

The abstract should contain a short description of:

- The names and locations of the planned workshops
- The planned dates for the workshops
- A justification of the series of workshops
- A description of the workshop activities to be undertaken

The abstract may contain a maximum of 1, 500 characters, including blank spaces.

## **Project period**

State the number of months for your project period. Please note that the project period must start 1 January 2019 and end shortly after the last workshop, but no later than 31 December 2020.

## **Classifications**

You must select one to three SCB classification codes that best describe your project. The codes have three levels and you must use all of them. You should add the codes in order of priority. You must also enter three to five keywords that describe your project.

## **Research description**

### **Ethical considerations**

Present any ethical issues raised by the research and explain how they will be addressed. Also, indicate whether the research includes trials on animals or human beings, or processing of personal data. If the research does not raise any ethical issues, this should also be stated.

The description may contain a maximum of 1, 500 characters including blank spaces.

### **Research plan**

The activity description shall be short and concise and have a forward looking focus. The description may contain a maximum of 20,000 characters including blank spaces. Images cannot be inserted into the activity description. However, images can be attached separately at the end of the activity description and referred to in the text.

The following information must be included under separate headings in the Activity description, and be listed in the given order:

- **Project description:** describe the scientific contents of the workshops. Motivate the planned research initiative, including ideas for research topics, theories, methods and analyses.
- **Nordic added value:** describe the Nordic added value including why the series of exploratory workshops must be organized at a Nordic level.
- **Overall added value:** describe the added value of the research initiative in relation to the research community and society at large.
- **Junior researchers:** explain how early stage researchers will be included in the project.
- **Workshop series programme:** present suggested programme for the workshop series, including the purpose of the individual programme items.
- **Dissemination of results:** present a plan for dissemination and communication of the results of the workshop series to the research community and the general public.
- **Activities and milestones:** summarize the main activities and milestones of the project.

Provide information on the following points under a separate heading (if relevant to your application):

- **Nordic and/or international research programmes:** indicate preparation of a proposal to Nordic and/or international research programmes (e.g. to the European Commission's next framework programme, *Horizon 2020*).
- **Actors from outside the academia:** describe role and contribution of the non-academic stakeholders involved in the project.
- **Previous and applied grants for the same research idea:** describe how this proposed project differs from the previous ones.

## Participants

Present a suggested list of participants in the respective workshops, including a brief justification of participation. The description may contain a maximum of 4,000 characters including blank spaces.

## Budget and research resources

### Budget

Specify all the costs included in your budget in full amounts in SEK, per year. The grant may be used to cover any costs related to organising the workshop series and disseminating the workshop results. Examples of such costs are conference facilities, travel and living expenses for participants and speakers and publishing costs. You may apply for administrative costs up to a flat rate of 10 % of the total grant amount. The grant does not cover any additional indirect costs.

You may apply for a minimum of SEK 300 000 and a maximum of 450 000. No additional funding is to be expected from the NOS-HS for this purpose or for any secondary activities.

### Total project cost

The total project cost table shows a summary of your budget and the total applied amount. The application system will automatically add up the budget items that you enter in the budget table. In this section, you may also add other project costs for which you do not request funding within the framework of this call. Please make sure that the total applied amount is within the accepted range of SEK 300 000 to 450 000.

## **Motivation of the proposed budget**

Write a brief motivation for each item in the proposed budget. The description may contain a maximum of 4,000 characters including blank spaces.

## **Publications (PDF)**

Under this tab, we ask you to attach your and the participating researchers' publication lists in one PDF document. Please observe that you may only attach one file, with a maximum size of 10 MB. If the attachment contains several files, you will therefore have to join them into a single file.

Include publications made in the last eight years and mark the five publications on each list that are the most relevant to the project with an asterisk (\*). Sort the publications under the following headings in the given order:

1. **Peer-reviewed original articles**
2. **Peer-reviewed conference contributions** (the findings presented must not have been reported in other publications)
3. **Monographs**
4. **Research review articles**
5. **Books and book chapters**
6. **Popular science articles/presentations**

N.B. You shall only include articles (or equivalent) that have been published or accepted for publication. The application cannot be complemented with publications after the call has closed.

## **Administrating organisation**

Under this tab, you must indicate the administrating organisation and the project site. The administrating organisation is the organisation that administers and accounts for the funds of the awarded project under the specified terms and conditions. The project site is the organisational unit where the project will be based. The administrating organisation and the project site generally correspond to the higher educational institution and the department where the project leader will be employed.

An application can only be linked to an administrating organisation with an approved Prisma organisation account. Unless your administrating organisation already has such an account, you will have to ask it to apply for an organisation account with the Swedish Research Council.

Please contact your administrating organisation if your organisation or the project site does not appear on the list. The application cannot be registered without indicating the administrating organisation and the project site.

## Review panels

Under this tab, enter the review panel/panels (in order of preference) that you would want to scientifically assess your application. The final decision on the distribution of applications between the review panels will be made by the NOS-HS.

## Participants

In this section, you invite participating researchers to join the application. By participating researcher, we refer to a person who will have a key role in the realization of the proposed workshops. You must include at least two participating researchers from two Nordic countries in the application.

The participating researchers must accept the invitation to join the application and enter the required CV data into the application before you can register the application. Make sure that you use the right email addresses when you send invitations to participants, i.e. the address that is linked to the invited person's Prisma account.

You may also invite participating administrators to join the application. Participating administrating is a person who does not take part in the project itself but can help you register and edit information. Please note that a participating administrator must register for a Prisma account to be able to assist in the application.

## CV

Under this tab, you retrieve and enter relevant CV data stored in your personal Prisma account. Participating researchers have to enter their respective CV data into the application.

The following information must (where available) be provided in each CV:

- **Educational history:** Research education, specialist degree, as well as basic and advanced education
- **Professional history:** Employments, postdoctoral visits, research exchanges and interruptions in research
- **Merits and awards:** Fellowship, supervised persons, awarded competitive grants, awards and distinctions, as well as other merits of relevance to the application
- **Intellectual property:** E.g. patents and freely available computer programs that you have developed

## Registering the application

When you open the Register tab, the system will perform a check to verify if any mandatory information is missing and inform you of any need for supplements. The application will not be registered unless you click the Register button.

Remember to use the preview function in order to double-check your application before submitting it.



**N.B.:** Please note that all invited participants must accept your invitation before you can proceed to register the application. Invitations that have not been accepted have to be removed. Before registering, all participating researchers must also retrieve data from their personal Prisma account to the application.

The registered application can then be viewed in your personal Prisma account, under “Applications” and “Applications and grants” in the menu. If needed, a registered application may be de-registered, edited and re-registered until the call deadline.

**You are responsible for ensuring that the application is complete, that is to say that the application form is filled out correctly, the required appendices are submitted and that the requested information is provided in accordance with the instructions. We ask you to only submit specifically requested information. After the closing date, application addenda will only be accepted in cases where we have asked for supplements.**

## Signing the application

When you register the application it will automatically be signed by you in your capacity of project leader. The application must also be signed by the official representative of the administrating organisation in order for it to be considered complete and be processed further in the review process. This representative is normally the head of the department where the project will be conducted, but that will depend on the organisational structure of your administrating organisation.

The signature of *the applicant* confirms that:

- The information contained in the application is correct and in line with the instructions from the NOS-HS.
- Any side-line occupation and/or commercial ties have been reported to the administrating organisation, and that no conflict with the principles of good research practice has been established
- The necessary permits and approvals are in place at the start of the project, e.g. concerning the ethical review

The signature of the *administrating organisation* confirms that:

- The institution will accommodate the research and the equipment and employ the applicant during the time period and to the extent presented in the application
- The institution approves the cost estimate presented in the application.
- The project will be conducted in accordance with Swedish law.

The parties must have discussed the above-mentioned points before the representative of the administrating organisation approves and signs the application.

**N.B.:** Your registered application will automatically be forwarded to the official representative of the administrating organisation. The official representative of the administrating organisation must have signed the application in Prisma within a week (seven calendar days) of the application deadline for it to be considered further in the review process. You will receive an auto-generated email when the application has been signed.

## What happens next?

When the call closes (at 2 PM on 20 March 2018), the registered application will automatically become final and given a registration number.

You will find information about the status of your application, the registration number and the application signature under the tab "Applications and grants" in your Prisma account.

## Scientific evaluation of applications

All applications are assessed by evaluation panels composed of prominent researchers. There are two evaluation panels this year: one with a broad focus on Social Sciences, and another with a broad focus on Humanities. The panels will make a scientific evaluation of the applications and prioritise them in their proposed decision for the NOS-HS. The following criteria are used in the assessments:

- Novelty and originality of the research initiative.
- Added value of the research initiative in relation to the Nordic research community and society at large.
- Quality of the workshop program.
- Scientific qualifications of applicant and participating researchers.
- Expected concrete benefits and outcomes, including books and articles, preparation of a proposal to Nordic or international research programmes (e.g. *Horizon 2020*), and inclusion of early stage researchers in Nordic Social Sciences and Humanities research networks.

If an application does not comply with the instructions, it will be taken into account in the review process.

While the NOS-HS secretariat is located at the Swedish Research Council, the NOS-HS follows the conflict of interest policy and the gender equality strategy of the Swedish Research Council. To read more about the review process and principles, follow the links below.

[The Swedish Research Council's conflict of interest policy](#)

[The Swedish Research Council's gender equality strategy](#)

[The review process and the review panels](#)

## Decisions

The NOS-HS decides which proposals will receive funding in late October 2018. Shortly after the grant funding decisions have been taken, information on the awarded grants will be published on the web page of the NOS-HS. After that, a notification of decision and a final statement for your application can be found in your personal account under the tab Applications and grants. The final statement contains the application grading and written comments.

## Contact

## Questions regarding application content

Kim von Hackwitz, e-mail [nos-hs@vr.se](mailto:nos-hs@vr.se); Telephone: +46(0)8-546 44 047

Caroline Olsson, e-mail: [nos-hs@vr.se](mailto:nos-hs@vr.se); Telephone: +46(0)8-546 44 026

## Technical questions

We kindly ask you to first consult the help menu in Prisma, where you will find instructions and [FAQs](#) as well as a detailed [user manual](#) which describe most of the required steps in Prisma.

If you cannot find the answer to your technical question in the above-mentioned information material, please contact our [technical support team](#). Note that it may take up to 1-2 working days before you get a reply, depending on the workload.