

# Project description template

## Format Requirements

- The project description must be concise and written in Norwegian or English. Swedish and Danish are also acceptable.
- Page restriction: 10 pages including figures / tables / reference list. Attachments allowed in addition. The page size must be A4.
- Cover page with name of the student, project title and names of supervisors comes in addition.
- Font: Arial size 11 pt or Times New Roman size 12 pt, simple line spacing, min. 2 cm margins. For reference list and illustrations, font size 9 pt can be used.

## General tips:

- The project description is evaluated by the programme committee for the Ph.D. programme in Health, function and participation. It is therefore important that the research project is described in a clear and structured manner in the project description, which is very important for assessing admission to the PhD program.
- Format requirements must be followed. The application will be rejected if the project description is too long.
- Follow general good language advice, such as avoiding non-standard abbreviations, and explain special terms.
- Anchor the project in the profile of the PhD program - health, function and participation.

**Note that all the main points in the project description are mandatory, while some sub-points are only indicative and not necessarily relevant for all projects / application types.**

## 1. Project title

- The title should correspond with the content of the project. It should consist of maximum 150 characters.

## Main objectives and summaries

Here, the student must present the main objectives of the project and, through a short summary (max. 300 words), show how one intends to achieve this goal. The summary should briefly summarize the key points below and be as precise as possible.

## **2. Introduction and background**

The introduction should give a brief description of the background for the project and the key knowledge challenges in the field. Good knowledge of the relevant research area, both nationally and internationally, must be documented. The introduction should justify the relevance and necessity of the project. The relevance should include reference to end-users' wishes and needs. The necessity of the project should ideally be documented by pointing out knowledge gaps on the basis of one or more systematic knowledge summaries within the chosen question, if available.

Describe the following:

- The background for the project
- The status of knowledge in the field of study
- The field's biggest knowledge challenges, both nationally and internationally
- The importance of the research project for the field of study and / or its originality

### **2.1. Overall purpose**

The project description should give a brief account of the project's possible significance / value at the person, group or community level in accordance with current and / or future scientific challenges, and how the project can help to increase existing knowledge and form the basis for further research.

## **3. Thesis questions and goals**

The project's thesis questions / research questions / hypotheses must be clear and related to the main and interim objectives. The goals should be clearly defined, concrete and verifiable / transparent.

Describe the following:

- The issues and / or hypotheses
- The short-term and long-term goals
- What results are expected to be achieved during the project period
- Expected significance for the field of knowledge
- It must be clearly stated what are the Ph.D. student's tasks in the project.

## **4. Method and implementation**

It must be clearly stated in which way the theoretical and methodological approaches are suitable for exploring the problem. Alternatively, the applicant can describe how the project can develop appropriate methods and / or theory along the way in the research project.

#### **4.1. Study design, method choices and analyses**

The scientific methods chosen must be explained. The method choices must be justified, and it should be stated how they are suitable for answering the questions and / or hypotheses. Alternatively, a description can be given of how research methods can be developed throughout the project period. The methods of analysis must be described.

Describe the following:

- Research design
- Choice of methods
- Selection, necessary equipment and personnel
- Data collection and analysis
- Statistical power to answer the problem where relevant

#### **4.2. Organization and collaboration**

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

Any plans to stay at another research institution or business should be briefly described.

Describe the following:

- The organization of the project and possible placement in a research group
- The research environments' expertise, infrastructure and resources that are important to the implementation of the project
- Scope of external / regional / national / international cooperation in the project

All active partners in the project must be included in the application form (point 10).

#### **4.4. User involvement**

The project description must describe who are the stakeholders or those affected by the research. The ways in which those directly or indirectly affected by the project will be involved in the research project, must be accounted for - from design to final reporting.

User participation in research should add value to the research.

- Explain how involved or interested parties are involved in the project
- If user participation is not relevant to the project, this must be justified.

#### **4.5. Plan for progress and publication**

A progress plan for the various parts of the research work must be presented. It must be made clear that the project can be completed within the standard timeframe and the given funding frame. The usual time frame is 3 years, or 4 years with 25% duty work. It is not possible to plan for the completion of the PhD program with a progression that gives a course of studies longer than 6 years.

Implementability is an expression of the degree in which the project is likely to be completed in the manner described within the project period.

A plan must be outlined for the execution of the training component, as well as for dissemination. The plan for the training component during the Ph.D. period must be included in the application form (section 6). The project description should include a more detailed description of the timetable and milestones for the implementation of the project, including the plan for dissemination and publication.

- A plan must be outlined for the execution of the training component, as well as training in professional dissemination and general competence.
- The project must have a plan for dissemination, which ensures knowledge sharing and implementation with relevant target groups
- The plan for publishing / articles to be included in the degree must be briefly described in the application form (point 9) and in the project description.

#### **4.5. Other (if applicable)**

Describe the following:

- How new knowledge can be used in the organization of services or performance
- Plan for implementation of the results of the research project
- The project's innovation and innovation potential
- Any intellectual property restrictions must be disclosed to protect the rights of others
- Documentation of special needs for professional and material resources must be presented
- Financial conditions for implementation - e.g. budget for necessary equipment, travel, salary for any assistance, remuneration to participants or other, text editing, publication fees etc. Explain how this can be financed (research funds, other funds, own funds).

## **5. Ethics**

Explain any ethical issues in the research project and how they are handled in the research work. If the project needs REK approval and / or NSD approvals, it must be stated whether this has been obtained, or when approval will be sought. Attach approvals that are already obtained.

- Ethical considerations regarding the research project must be presented

### **5.1. Data Management Plan**

Explain what type of data the project produces, or alternatively what constitutes the empirical basis, what obligations it may trigger, and how data should be secured, stored and handled along the way.

## **6. References**

The references should refer to literature that supports the academic content of the project.