**Kompetenscentrum 2020**

Application title:

*This document should be maximum* ***25*** *A4 pages with size 12 text and should cover the following main headings 1-5 (sub-heading 5b, 5c and main heading 6 should be answered in the separate forms). The sub-headings and this text may be deleted, when filling in the template, but the key headings should be retained in the document.  
  
If possible, the application should be written in English, since the assessments of the applications includes international experts. Only applications using this template will be assessed. For formal requirements, assessment criteria and the following main- and sub-headings in Swedish, see the text of the call.*

**1. Existing activities in the field**

1. Describe the work by the stakeholders in the selected research field, provide examples of relevant publications, patents, and occasions you were a invited speaker
2. Describe existing international collaborations and competing international activities in relation to the proposed centre
3. Describe what the expected impact are on the research carried out today for the proposed competence centre

**2. Vision, strategy and goals**

1. Describe your vision and your strategy for achieving it, expressed in the medium-term (5-10 years) and long-term (> 10 years) for the competence centre. Clarify how the chosen field of research contributes to increased growth of industry and the development of the public sector
2. Describe the needs and benefits for the involved stakeholders from the private and public sectors who participate in centre
3. Describe the conditions necessary for the centre to be an internationally attractive and competitive research environment
4. Present the expected results and impact goals in relation to the programme (see annex 1 and chapter 7.1).

**3. The structure of the competence centre**

1. Describe your timetable and process for working with the centre agreement.
2. Describe how you will achieve a critical mass within the competence centre to achieve an optimal research and innovation environment.
3. Describe the proposed organizational structure.
4. Describe how the competence centre will develop and scale up international linkages, e.g. international collaborations or mobility
5. Describe how you plan to, from a gender perspective, assemble the centre's management and integrate the gender issue in the work

**4. Implementation and outcomes**

1. Describe the experiences and competences important for the prospective centre director and the rest of the management’s ability to lead a competence centre
2. Describe the process of decision-making at the competence centre and how leadership will be implemented to the entire organization and for sub-processes
3. Describe how you plan to follow-up your work and measure impacts
4. Describe methods and concrete measures for how the results from the centre will be transferred out into the system, e.g. academic programmes/training, through mobility and by contributing to effective innovation ecosystems
5. Short description of the preliminary project portfolio, including descriptions of 2-3 project proposals that you want to implement within the competence centre
6. Report the timetable and milestones – what do you want to achieve by different points in time. The first years should include a rather concrete plan with actions to be implemented
7. Describe the long-term potential for maintaining the operations that are established.

**5. Stakeholders**

1. Present the participating stakeholders included in the competence centre and their collective expertise, profiles and resources. Write the name of the organisation followed by the persons

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| --- | --- | --- | --- | --- | --- |
| Name of person | Gender (M/F) | Position | Role in the centre | Expertise | Working hours (% of full time) |
| Name of organisation 1 |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Name of organisation 2 |  |  |  |  |  |
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1. All involved stakeholders, except for the main applicant, should specify their commitments in the form of co-financing and reasons for participating in the competence centre. This is to be done through separate declarations of intent (use form)
2. **The main applicant** should in a letter of intent describe the proposed competence centre in relation to long-term research strategy and innovation environment at the university/research institute (use form)
3. Describe how the composition of competences reflects the current research area, how it offers the potential for realizing the competence centre's vision and goals, and how the various stakeholders complement each other to achieve a dynamic research and innovation environment

**6. Financial plan**

1. A cost budget divided on work packages/larger projects, the stakeholders' contributions should be indicated (use the form Budgetmall)
2. Revenue budget, the stakeholders' contributions based on cash financing and in-kind (use the form Budgetmall)