

Submission Instructions and Application Template

Important information about the application submission.

- The application form has to be labeled with “*Norrlandsnavet, need-driven research project call and dnr: LTU-631-2025.*”
- E-mail the application to etks-registrator@ltu.se no later than 30th of May 2025, 23:59 pm.

The need-driven research project funding application should be written in English and structured around the sections/headings below.

Please use the attached template and submit as PDF.

- **Reference number**
- **Project title**
- **Personal details:** name of the main applicant (needs to be an LTU employee), title, research subject, division, department, e-mail, telephone number.
- **Personal details (other co-applicants, if any):** the co-applicant's name, title, research subject, division, department, e-mail, telephone number.
- **Abstract:** maximum 250 words.
- **Background and motivation:** description of the research field, research questions and the need driven project's contribution to existing research. The application must clearly address why the project is interesting and relevant *in the context of the research area*.
- **Objectives:** short-term goals (i.e., scientific goals, synergies between research groups within LTU, and impact on SMEs growth); and long-term goals (i.e., potential to develop new research with focus on SMEs scientifically and funding-wise over the next years).
- **Project description and implementation:** what will be done in the project, and what methodologies will be used? Additionally, provide a detailed timeline for the project implementation plan and activities.
- **Contribution and impact for SMEs:** what are the SME's specific problems that are being addressed by the project, and how do SMEs benefit from the project in the short and long term?
- **Dissemination of research results:** type of dissemination activities and outputs (e.g., internal report, conference paper, journal paper etc.).

- **Planned dissemination activities:** please choose at least *four* activities and specify what they will be about and the deadlines).
- **Project team and stakeholder:** description of the project leader and other participants in the project. Provide very short bios and statements of key competencies. List names of SMEs and other industrial partners. Motivate the researchers by highlighting why their expertise is crucial to the project's success.
- **Project budget and co-funding (if applicable):** Funding may be used to cover salary costs (mainly) and travel. The Kamprad Family Foundation's terms and conditions for funding will apply to this call. **Note:** The funding will be allocated to only LTU researchers with a maximum of 35% overhead (OH) cost. Note that OH includes costs for premises.
- **References cited (keep them few and relevant)**

For practical questions regarding the application form or the application process please get in touch with Nerine Mary George, nerine.george@ltu.se