

General instructions for filling in the online web-based application form and the Main application and budget template.

To apply for a SciLifeLab Research Community Program (RCP), follow the link to the web-based form. Please note that all text you enter into the form is not saved until you press submit. After submission, you will receive a confirmation email with a link to your submission. *Amendments, alterations and additions to your submission will be possible until the last closing date, 26 Feb 2018 by following this link.* This means that you can leave blank fields and continue filling in these at a later point.

The template-Main application form and budget

Download the template [here](#).

Upload your document as one pdf in the web-form. **Name the pdf with the name of your proposed RCP.**

Instructions for filling in the template:

Main application

Please fill in the **template ‘Main application form and coordination budget’ according to the fixed headings.** Here you will describe the proposed RCP, and suggest use of the coordination budget.

Use Times New Roman font size 11 and maximum of 3 A4 pages. Please note that any content beyond the specified maximum page counts will not be taken into account when considering applications.

Budget

IMPORTANT

Please note: When you double-click on the embedded budget table in the word document an excel document will automatically open. Fill in your budget in this excel document then close it. **You do not have to save the excel prior to closing as the figures and sums are automatically entered into the word template.**

Specify **all costs in kSEK**, and estimate the total cost for each year.

If there is a category that you do not intend to spend any money in please fill in 0 (zero) in the template. If there is a category you wish to spend money in that is missing, please use the category ‘other’ and then specify your intended spending.

The template will add up the total for you.

The spending is **not to cover** general operating costs such as: consumables and reagents, purchasing of inventories, machinery or other laboratory equipment, rental costs etc.

Please note that the spending in the various categories can be different for each year of the RCP.

Appendix: CV, publication lists and members.

Prepare one document containing:

- 1-2 page CV of the coordinating PI, with this person's top 10 publications from the past 10 years,
- Names, emails and affiliations of all PIs and facility staff
- The top 20 publications from the entire consortium from the past 10 years.

Save as a pdf and name the pdf: Appendix_ 'The name of your RCP', then upload this in the web-form.

Web-form

1. Name of the proposed SciLifeLab Research Community Program (RCP)
Fill in the name that you wish to call your proposed RCP.
2. Coordinating PI
The coordinating PI is the same as the main responsible PI for the proposed RCP, please fill in the name of this one person here.
3. Affiliation of coordinating PI
The affiliated university and department of the coordinating PI will be the host university of the RCP. Please note this has to be a Swedish university.
4. Email to the coordinating PI
To receive submission confirmation including link to your application where you can edit or update your form.
5. URL for the PI and/or the research program (if applicable)
If there already is an existing webpage for the program please enter the address here.
6. Name and affiliations of key participants.
Enter all other PI's and key persons of the program here along with their affiliations (e.g. University and Department, Regional Healthcare and Department, Name of company etc.)
7. Specify SciLifeLab infrastructure platforms and facilities that will be members, and key contact persons and email at the facilities and their email addresses
List the infrastructure platforms and facilities that will be part of the proposed RCP and their key contact persons.
8. A. Total no. of persons in the proposed RCP from the national SciLifeLab infrastructure.
B. Specify no. of PIs from the SciLifeLab infrastructure.
C. Specify no. of other persons involved from the SciLifeLab infrastructure.
9. A. Total no. of persons in the proposed RCP (SciLifeLab infrastructure and others).
B. Specify no. of young PIs (ERC starting grant criteria)/researchers
C. Post-docs
D. PhD-students
E. others

10. Estimated the total no. of full time equivalents (FTEs) involved in the proposed RCP

This includes people both from the SciLifeLab infrastructure and all others.

11. Main application form and proposed budget.

Please upload one pdf here: (Max 3 A4 pages)

12. Appendix: CV, publication lists and members.

Please upload one pdf here.