**Competence Centre 2024**

Application title:

*This document should be maximum* ***25*** *A4 pages with size 12 text and should cover the following main headings 1-4. 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.*

*The first section relates to the Potential criteria, the second to Feasibility and the third to Actors.*

**1. 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 the focus areas for Sustainable industry and Digital transformation
2. Present the expected results and impact goals and how it correlates to result and impact goals for this Call.
3. Describe the needs and benefits for the involved partners from the private and public sectors who participate in centre
4. Describe methods and concrete measures for how the results from the centre will be transferred out into the system, e.g., support higher education, contribute to increased competitiveness and benefit the society
5. Describe existing international collaborations and how to the proposed centre will be positioned internationally.
6. Describe the conditions necessary for the centre to be an internationally attractive and competitive research environment
7. Describe how the proposed centre will complement other initiatives and how it will align with the universities / the institutes overall priorities
8. Describe how the vision align with Agenda 2030-goals.

**2. The structure and plans for the competence centre**

1. Describe your project plan including, milestones, timetable and how it will lead to the centre’s goal and vision.
2. Describe the proposed organizational structure.
3. Describe the process of decision-making at the competence centre and how leadership will be implemented to the entire organization and for sub-processes
4. Describe how you plan to follow-up your work and measure results and how they will be implemented
5. Describe how you plan to, from a gender perspective, assemble the centre's management and integrate the gender issue in the work
6. Short description of the preliminary project portfolio

**3. Partners**

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. Present the participating partners included in the competence centre and their collective expertise, profiles and resources. Write the name of the organisation followed by the persons. Comment involvement of SMEs.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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 |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. All involved partners, 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

**4. 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 partners' contributions based on cash financing and in-kind (use the form *Budgetmall*