**Project Description**

**Call 2023-N**

**Project Name:**

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In this template, each section contains instructions on the required content written in **blue italic font**. Please read these instructions carefully. Don’t remove any section. If there is nothing to be said, simply write “Not applicable”. In case you want to provide information that doesn’t fit any section, then please contact SNSA for advice.

It is very important that applicants check that the application includes clear answers to all questions in chapter “CRITERIA FOR EVALUATION” in the instruction text for the call.

See Prisma for maximum number of pages for the PDF attachment. The minimum font size for bulk text in this enclosure is 12p.

Instructions in blue italic font can be removed.

# Background

*Describe* ***briefly*** *the planned space mission, including responsible organisation, science objectives and schedule of decisions and important milestones.*

## Uniqueness of the Swedish Contribution

*Describe the novelty of the Swedish contribution and what special knowledge and experience the Swedish team brings to the space mission. Are there competitors? How crucial is the Swedish contribution to the realisation of the space mission?*

## Swedish Scientific Objectives

Describe the scientific objectives of the proposed Swedish contribution. The emphasis should be on the involved Swedish team, not on the international benefit of the whole space mission.

## International Collaboration

Describe contacts and collaborations with international consortia, teams and space agencies. What roles do the members of the Swedish team have in the international context. What rights do they have?

# Project Plan

## Responsibilities and Deliveries

Timeline, responsibilities, and deliveries for the proposed Swedish contribution up to the end of the nominal operational phase.

## Schedule and interdependencies

You must present the schedule and interdependencies of the activities in an appropriate way for assessment, for example using work package break-down charts, Gantt charts, etc. Please use nomenclature consistent with the next subsection.

## Work Plan

In this section you describe the actual work to be done by the Swedish team. You must divide the work in an appropriate manner, giving a good basis for assessment of the proposal. SNSA and its advisory structure must be able to assess the feasibility of all aspects of the proposal and be able to plan for commitments and grants. Your division of tasks may use a combination of tools described in the following bullets, as fits the individual project.

* If your planned activities correspond to well-defined work packages for the space mission or for a consortium, then use the same nomenclature in the proposal. A good assessment of your proposal may require you to present your own Work Package (WP) structure at a higher level of detail.
* If the proposed work naturally divides into different modules which have some independence, allowing freedom to grant some and reject others, then this is an important basis for division of the work.
* Most space missions undergo well-defined phases, corresponding to different types of activities and with formal review steps before a new phase is started. Use this phasing in your description of tasks, if appropriate. Please note that SNSA can commit to fund a project longer than a four-year grant. Please describe all required work for the full nominal length of the space mission, including operational costs after launch, excluding science exploitation.
* If your proposed work is to be carried out at multiple sites, then this may be an appropriate division in the proposal.

# Specification of Costs

In the Prisma budget forms you specify costs for the number of years (maximum 4 years) for which reasonable detailed costs specifications can be made. In this section you specify costs (clear tables) for all nominal years of the space mission (can be much longer than 4 years). For the operational phase, include operational costs and work for the consortium/mission, but nor your own science exploitation. Specify which costs are proposed for SNSA funding and which costs are covered by other sources. As far as reasonable, please follow the same subdivision and nomenclature as used in the previous section. Clearly include indirect costs in your cost specifications proposed for SNSA funding.

If your team is dependent on bridging funding in case of mission delays, then specify the annual size of funding required during each relevant phase of the project.

You must justify all cost items that are not obvious from the description of work packages, etc.

# Project Organisation

Describe the project organisation and staff situation, staff experience and the responsibilities of individuals. The emphasis should be on the Swedish team, but you may also include how it fits in a wider context. Give a short description of support from the university/institute and refer to attached letter of information.

## Previous achievements and involvement in space missions

Here you can describe past achievements of relevance to an assessment of the team’s ability to carry out the proposed project. In case you have already been engaged in significant activities in preparation of the space mission in question (independently of funding source), please provide a description of the work and achievements so far. In case previous SNSA funding has been used by the applying team for the realisation of any space missions, it is mandatory to briefly describe these activities.

## List of publication of the Swedish team (max 10)

List a **maximum of ten** full references to scientific publications that show the experience of the project team in the subject of the proposal. For publications based on projects fully or partially funded by SNSA, please add the bracket “(funded by SNSA)” after each relevant publication reference.

# Risk Assessment

Describe the main risks affecting schedule and costs (both due to external factors and problems with your own work). Describe the risks and any additional costs they might generate. If the risk falls out, how much of the extra costs can your organization handle and how much do you need to apply for from SNSA? Are there other sources of funding than SNSA that handle some costs? Examples of external factors are new requirements from the space agency behind the mission or problems within the consortium.

# Publications and Data

Describe the plan for publication and archiving of scientific data as well as associated metadata standards. Describe if this data will become freely and openly available to other researchers and how and when this will happen. You may provide a web link to this information. In case rules for the above have not yet been established, please provide information on the process for achieving this.

# References

List of references that you refer to in the text.