Project description 

Nordic Council of Ministers Fisheries Cooperation

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| **1. Basic information** |
| 1.1 Project title |  |
| 1.2 Project manager | Name |  |
| Telephone |  |
| E-mail |  |
| 1.3 Administrative body  | Name |  |
| Address |  |
| Head of responsible institution |  |
| 1.4 Date |  |

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| **2. Project description** |

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| **Theme in current call** |
| 2.1 Theme |  |

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| **Project research question** |
| 2.2 Problem |  |
| 2.3 Target |  |
| 2.4 Approach |  |

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| **2. Project data and description** |
| 2.5 Expected start date |  |
| 2.6 Expected end date |  |
| 2.7 Total project budget (DKK) |  |
| 2.8 Applied funds from Nordic Council of Ministers (DKK) |  |
| 2.9 Type of project  |  |
| 2.10 Subject words  |  |
| 2.11 Description The description must include purpose and give a clear picture of:* The background and goals of the projects
* Primary target group
* How the project will be carried out (activities, deliverables, milestones)
* what it is expected to achieve (result and effects)
* what is the added value of the project after the end of the project
* which partners participate and what is their role in the implementation of the project
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| **The project's expected results and effects** |
| 2.12 Description of the project's expected result, as well as short-term and long-term effects | Results (Output) | Short-term effects (Outcome) | Long-term effects(Impact) |
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| **Project activities - timeline** |
|  2.13 Describe the project's planned activities |
| # | Activity description | Expected start date | Expected end date |
| 1 |  |  |  |
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| **Nordic Council of Ministers cross-cutting values (Sustainable development, gender equality and a child rights and youth perspective)** |
| 2.14 Describe how NCM cross-cutting perspectives possibly may be integrated into the implementation of the project, where relevant. |
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| **Project summary** |
| 2.15 Summary of the project description for publication on the Fisheries Cooperation website. Approx. 200 words in Scandinavian and English. If a relevant photo is desired for the project presentation on the website, please attach to the submission of the project description. |
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| **3. Participation and Nordic added value** |
|  3.1 Describe how the project contributes to Nordic Council of Ministers Vision 2030 and added Nordic value  |  |
| 3.2 Specify participating countries |  | Denmark |  | Finland |  | Faroe Islands |
|  | Greenland |  | Iceland |  | Norway |
|  | Sweden |  | Åland  |  | Other countries |
| 3.3 Partners' names and institutions |  |
| 3.4 Organisation of participation |  |

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| **4. Communication** |
| 4.1 Specify how the project's results are to be communicated and made visible, possibly through scientific articles, publications, Nordic Council of Ministers TemaNord report or working paper, social media etc. |
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| **5. Risk analysis** |
| 5.1 Account for identifiable risks that may affect the implementation and result of the project |
| Risk | Probability(low/mid/high) | Consequence(low/mid/high) | Preventive measures |
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| **6. Appendixes** |
| 6.1 Specify appendixes attached to the project description |
| # | Appendix |
| 1. | Budget (mandatory) |
| 2. |  Project manager's CV with links to project manager's relevant publications |
|  3. |  |
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For questions about the project description form, contact AG-Fisk project coordinator Birgitte Jacobsen at bija@nanoq.gl

Guidelines for project description

1. **General information**

* 1. The full title of the project is stated here.
	2. Information about the project manager.
	3. The managing body is the applicant's responsible institution. The managing body is responsible for the implementation of the project. The project must be managed in accordance with applicable national regulations and the conditions specified in the contract with the Nordic Council of Ministers Fisheries Cooperation.
	4. Date of submission of the project description.
1. **Project description**
	1. Which of the possible themes of the call does the project respond to?
	2. The project problem is stated very briefly in one sentence.
	3. The project target is stated very briefly in one sentence.
	4. The project approach is stated very briefly in one sentence.
	5. Please indicate the expected start date of the project.
	6. Please indicate the expected completion date of the project. The length of a project can be between 1 to 3 years.
	7. The total budget amount of the project. This amount must include all expected, if any, self-financing and any financing from other sources. The amount must be estimated and stated in DKK.
	8. The amount applied for by the Fisheries Cooperation. This can be all or part of the total project budget. It is not a requirement that projects have a share of self- or co-financing from another party.

The project funds can cover operating costs and salaries. As a general rule, no distinction is made between, for example, research hours or other salary costs. In projects involving cooperation between authorities, support can be provided for costs in connection with participants' travel to meetings under the auspices of the project. The budget should estimate how the funds are distributed between the project partner countries but are not to be specified at the expense level for project participants. Contributions can be made to indirect project costs in the form of an overhead of a maximum of 6% of the part of the project budget applied for by the Fisheries Cooperation. It is mandatory to complete the attached budget form.

* 1. The type of project, e.g. workshop, conference, networking, research, consortium formation, etc. The Fisheries Cooperation primarily supports projects that contribute to knowledge building, knowledge dissemination or network creation. In the case of research projects, political and administrative relevance will always be assessed. In the case of projects concerning innovation and product development, it is required that the results are publicly available and do not distort competition.
	2. Keywords (1-3 items) e.g. salmon, fisheries economics, green transition, ecosystem, etc.
	3. Project description between 500-1000 words.
	4. In this field, please state the specific expected results that the project intends to achieve with the expected project products. In addition, the expected short-term and long-term effects that are expected from the project's results. A description of the project's expected results and effects constitutes an important starting point for planning, implementation, follow-up and evaluation of the project, both ongoing and after completion, and clarifies the project's expected contribution to Nordic added value. "Expected results" are the specific results that are expected to be realised within the project period, while "expected effects" (both short-term and long-term) are derived from these.
	5. Divide the project into the activities planned within the project period with the intention of producing the concrete results of the planned activities. Describe the scope and purpose of each activity. Add an expected start date and an expected end date. Limit the number of activities to a maximum of 10.
	6. There is no requirement that projects address the Nordic Council of Ministers' cross-cutting perspectives, but it is recommended to describe any considerations regarding equality, e.g. in the representation of speakers at events, or possibly the involvement of children and young people. For background information see: [cross cutting perspectives](https://www.norden.org/en/information/joint-action-sustainable-development-gender-equality-and-children-and-young-people)
1. **Participation and Nordic added value**
	1. Brief description of how the project contributes to Vision 2030 ([Our Vision 2030](https://www.norden.org/en/our-vision-2030)) and Nordic added value. Nordic added value is when it adds value that the effort is carried out in cooperation between the Nordic countries, and the result of the project benefits the Nordic countries.
	2. All projects must involve at least three participants from the following countries: Sweden, Denmark, Norway, Iceland, Finland, the Faroe Islands, Greenland or Åland. Instead of one of these, the project may include at least one participant from a country outside the Nordic countries. Note that involvement means participation in the management or implementation of the project, not only that the participant is a recipient of the project's results. Tick the Nordic countries that have participants involved in the implementation of the project and add other country/countries if relevant.
	3. There are no specific requirements for which stakeholders can be project partners. These could be, for example, joint Nordic institutions, authorities in the Nordic countries, research institutions, private companies, clusters, NGOs, etc.
	4. Describe the division of tasks and responsibilities for project activities between the partners in/from the different Nordic countries involved in the implementation of the project. Brief description of who does what.
2. **Communication**
	1. The Nordic Council of Ministers requires publication via the Nordic Council of Ministers platform when projects are funded by at least 50%. This means that the projects must plan and budget for publication via the Nordic Council of Ministers. This can be either a TemaNord report, or a simplified publication as a working paper. If a project plans a scientific article, a shorter popular science publication must be published via the Nordic Council of Ministers. The price for a working paper is approx. 6.800DKK. + the costs of converting the material to an accessible PDF/UA (400DKK. starting price + 40 DKK/page). A TemaNord report costs approx. 20.000DKK, depending on the amount of graphics. See more here: [NCM publication](https://www.norden.org/en/information/due-release-publication)
3. **Risk analysis**
	1. Describe identifiable and relevant risks in connection with the implementation of the project, the likelihood of their outcome, and the consequences they would have. Please describe briefly how the managing body has taken or intends to take measures to mitigate the consequences of or prevent the risk identified. The focus should be on risks that may contribute to the failure to achieve the project objectives and results. Risks should be understood as external or internal factors that may prevent or significantly delay the implementation of the project.
4. **Appendixes**

6.1 List the appendixes attached to the project description. Please note that it is mandatory to fill in and submit the budget form with the project description.