

MatNat Faculty Internal Routines towards the RCN deadline

If unable to meet a deadline, please notify your department's HoA, RA, and/or PE

HoA (Head of Administration); **HoD** (Head of Department); **RA** (Research Advisor); **PI** (Principal Investigator); **PE** (Proposal Economist)

Feb 2nd Calls: Researcher Project for: Scientific Renewal, Young Research Talents, with International Mobility

Norwegian <https://www.forskningradet.no/utlysninger/?timeframe=0&deadlineTypes=-8585578468854775808>

English <https://www.forskningradet.no/en/call-for-proposals/?timeframe=0&deadlineTypes=-8585578468854775808>

Feb 9th Calls: Knowledge-building Project for Industry, Collaborative Project to meet Societal and Industry-related Challenges.

Norwegian <https://www.forskningradet.no/utlysninger/?timeframe=0&deadlineTypes=-8585572420854775808>

English <https://www.forskningradet.no/en/call-for-proposals/?timeframe=0&deadlineTypes=-8585572420854775808>

Time/Deadline	Task
26 Oct	Faculty to send out infomail to the departments along with Form 1 (Proposal info) and form 2 (Budget info)
27 Oct	Departments to send out infomail to researchers along with Form 1 (Proposal info) , Form 2 and partner budget form
17 Nov	Applicants' deadline to: Notify the department of their "intent to apply" (Pre-registration)
15 Dec	Calls open
17 Dec	Submit Form 1 ("proposal info) to the department RA (sjoukje.kuipers@uib.no) (Final registration)
21 Dec	Departments' deadline to: Store Form 1 in BOA files and update the application overview. Form 1 info to be registered as Pre-Award entries
22 Dec	Faculty deadline to inform researchers of their assigned proposal economists. Economists deadline to send out Form 2 (Budget info) and Partner budget form and invite researchers to a budget meeting. (The economy section updates the application overview names of assigned economists)
7 Jan	Applicants' deadline to: Open and share their e-application on "My RCN web" with the department's HoA (julie.stavnes@uib.no)
10 Jan	Applicants' deadline to return Form 2 to their proposal economists. Provide the info you have, even if incomplete/tentative! Coordinators' deadline to collect budget info from proposal partners
14 Jan	Deadline for sending in partner budgets to the project economist
17-20 Jan	Preparation of draft budgets in communication with department administration and faculty economists. Budgets to be prepared in accordance with TDI budgeting model
20 Jan	Economists' deadline to send department leadership finalized budgets for approval. These e-mails should include detailed information regarding positions, frikjøp, in-kind contributions, own funding etc. Upon approval from the department,
21-25 Jan	Review of finalized budgets by department leadership (especially coordinator budgets) economists register the budgets in the online NFR application forms.
26 Jan	Deadline for final changes to budgets following departments' review
26 Jan	Finalization of formalities (e.g. partner confirmation letters). Note: Confirmation letters can only be signed by the departments after final budgets have been approved by the economists and HoA
02.02 and 09.02	NFR call deadline
11 Feb	Send a copy of submitted partner applications to the RA
a.s.a.p.	Inform RA & HoA about proposal outcome