**CHECK LIST PART A –**

**Thematic and strategic grounding of BOA applications at ØK faculty**

* The purpose of this check list is the thematic and strategic grounding of the project.
* The check list must be completed by the project manager, and should be confirmed by head of department/ department leadership before the proposal is developed further.
* When the check list is signed, the financial officer must be involved. The «Check list part B – resources and financial grounding of BOA-applications at ØK faculty», must be completed in collaboration between the project manager and the financial officer, to calculate resources and financial aspects of the projects.
* The check list part B must be confirmed by head of department / department leadership, before submission of the proposal.

**BACKGROUND**

|  |  |  |
| --- | --- | --- |
| Project title |  | |
| Project owner |  | |
| Project manager |  | |
| (Project manager at the department) |  | |
| Department / group |  | |
| Funding source |  | |
| Programme (and sub programme, if applicable) |  | |
| Project type |  | |
| Project period | Start: dd.mm.yyyy | End: dd.mm.yyyy |

**THEMATIC AND STRATEGIC GROUNDING**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Purpose and description | | | | | | | | |
|  | | | | | | | | |
| Relevance to the department’s strategic research areas | | | | | | | | |
| *$Research area 1$* |  | *$Research area 2$* |  | *$Research area 3$* | |  | *$Research area n$* |  |
| Relevance to NTNU’s Strategic research areas | | | | | | | | |
| Energy |  | Ocean |  | Sustainability |  | Health | |  |
| Relevance to other important initiatives | | |  | | | | | |
| Relevance to the group | | |  | | | | | |
| Further comments | | |  | | | | | |

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**I will share the evaluation result with the financial officer**

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**Signarture, project manager Date**

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**Signature, Head of dept. (or similar) Date**