

Proposal support at GFI towards the NFR Deadline 06 Sept 2016

This list indicates which support services you will get when you approach the GFI administration within the internal deadlines. We cannot promise the same amount of service when you are late.

Please consider that our economists will move to Marineholmen 1 September, and cannot offer any budget help within the first days of September!

Deadline	Your contribution	GFI service Economist Research Coordinator Head of Admin
Within August 7	- Inform Friederike and Terje about your intention to apply: <ul style="list-style-type: none"> • Call and deadline • Are you partner or coordinator • Project total budget (circa) • GFI budget expected (circa) 	- Assign an economist who will assist you with planning the budget - Find call-specific information - Find successful proposals to similar calls - Help to plan and draft the project
Within August 13	- Open e-proposal and share with Terje - Define project partners	- Fill in administrative parts of e-proposal (admin info, partner info)
Within August 25 (!!!)	- Plan budget with economist - Deliver the final project description to Friederike for mock evaluation - Notify Friederike about need for support letter	- Draft the budget in budget template - Discuss and check draft budget with researcher - Fill in final budget in e-proposal - Prepare/request support letters - Mock evaluation of project description - Check if all mandatory attachments are uploaded
Aug 25- Sept 05		- Las-minute approval of budget, no further help or advice on budget possible - Final check of e-proposal
Sept 06 13:00 h	Call Deadline	

[Friederike U. Hoffmann](#), Research Coordinator

[Terje Restad](#), Head of Administration

[Line Garnes Steffensen](#), [Marianne Alling](#), [Quynh-Giao Thi Do](#), Project economists

Useful information for proposal preparation: <http://www.uib.no/en/gfi/52325/research-management>