

Project report - funding for taxonomic research

A follow-up of the financial year is to be submitted no later than 20 February of the following year.

1. Administrating organisation

Name of organisation

Corporate identity number

Address of organisation

Name, responsible manager

Telephone number, responsible manager

Email address, responsible manager

2. Project leader

Name, project leader

Telephone number, project leader

Email address, project leader

3. About the contract

Contract reference number

SLU.dha.

Funding granted (total, SEK)

Project title in Swedish

Project title in English

Contract period start date

Contract period end date

If applicable: Extended disposition period end date

If applicable: Extended disposition period decision date

Current accounting period start date

Current accounting period end date

Type of report

Annual report

Final report

4. Presentation of the project's content

For annual reports: The funding has been disposed of in accordance with what is stated in the application and in accordance with the terms of the contract. In case of any deviation, comment below.

Yes

No

New tariff for science, Sweden or the Nordic countries, other taxonomic changes. If yes, attach the Taxon report.

Yes

No

Materials for species identification (e.g., keys, images, texts, DNA sequences). If yes, attach a list of materials that can be published in the web applications of SLU Swedish Species Information Centre.

Yes

No

For the final report: The final report is attached, including a summary in Swedish and English.

Yes

No

New or improved observation data. If yes, attach the list of observation reports or references to reported data.

Yes

No

Scientific and popular science publications based on results from the taxonomy initiative. If yes, attach the publication in pdf format.

Yes

No

Comments on the presentation of the project's content (max 1000 characters, incl. spaces)

5. Signature

Signature, responsible manager for administrating org.

Name in block letters

Place and date

6. Instructions

6.1 Contact information

In case of unchanged contact information, only the name of the project leader and the administrating organisation is to be entered.

6.2 Basic information about the contract

Retrieve the requested information from the signed contract. If a decision has been made to grant an extended contract period, the decided end date, as well as the date of SLU Swedish Species Information Centre's decision in the case, must be specified.

Annual reports refer to the accounting for a single year within the framework of an ongoing contract. The final report refers to the accounting for the entire project period and is only made in connection with the completion of the project. The current form is provided on SLU Swedish Species Information Center's webpage.

6.3 Presentation of the project's content

Fill in the checklist, attach files where relevant, and provide references where requested. Read § 7 of the general terms and conditions of the contract. All lines must be filled in, except for rows 1–2, where only the line for the current type of report is to be filled in.

For annual reports, certify that the funding has been used in accordance with what is stated in the application and the terms of the signed contract (see §§4–6 of the general terms and conditions of the contract and the appendix to the application form, "Instructions for project plan"). Comment on any deviations and write a short account of the activities carried out in the comment field.

For the final report, compile the content according to the instructions set out here and attach it as a pdf. The final report should comprise 2–4 A4 pages (max 12,000 characters), and should also be accompanied by a summary in English and Swedish (2,000–3,500 characters each). The summary may be published on the website of SLU Swedish Species Information Centre, which is why it is important that it is intelligible to persons who are not specialists in the field.

The content is presented in the following sections:

- Introduction
- Materials and methods
- Results
- Discussion and conclusions
- Communication of the project and access to data (see the appendix to the application form, "Instructions for project plan")
- A list of publications and manuscripts that are partly or wholly a result of the project

6.4 Signature

The report can either be signed electronically via <https://edusign.sunet.se/> or manually. If the report is signed manually, the original report must also be sent by post to the address listed below. If the report is signed electronically, then as a higher education sector employee you will already have an account linked to eduSign. Select your higher education institution and then follow the steps.

If you are not employed in the higher education sector, you will first need to create an eduid. You can do this on <https://eduid.se/>. To log in to eduSign, search for "eduid Sweden" in the list of higher education institutions.

SLU Swedish Species Information Centre
The Swedish Taxonomy Initiative Research Office
PO Box 7007
SE-750 07 Uppsala

The report must be received by SLU Swedish Species Information Centre no later than 20 February of the year following the accounting year to which the report relates. For further questions, please contact us by e-mail at ansokan.artprojekt@slu.se.