



THE DANISH COUNCIL FOR INDEPENDENT RESEARCH

CALL FOR PROPOSALS

AUTUMN 2013 AND SPRING 2014

DFF | **Humanities (FKK)**

DFF | **Medical Sciences (FSS)**

DFF | **Natural Sciences (FNU)**

DFF | **Social Sciences (FSE)**

DFF | **Technology and Production Sciences (FTP)**

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1. APPLICATIONS TO THE DANISH COUNCIL FOR INDEPENDENT RESEARCH

With this Call for Proposals, the Danish Council for Independent Research (DFF) invites applications for grants covering research activities due to commence in 2014. The information in this Call applies to applications that are submitted for the main application deadline in Autumn 2013 and for the Spring 2014 deadline, as well as applications without a fixed deadline and any urgent applications submitted during the period 1 November 2013 – 31 October 2014. Provided that the Danish Finance Act for 2014 allocates sufficient research funds to the DFF, the Council offers the instruments described in [chapter 2](#).

This document is an English translation of the Council's Danish call for proposals. In the event of any inconsistency between the Danish and English language versions of the call for proposals, the Danish version prevails.

Guide to this Call

In this Call you can read about the options available to you as applicant, and about the relevant applicant and application requirements. There is a lot of information, but you do not necessarily have to read the entire Call. If you e.g. intend to apply for a DFF-MOBILEX mobility grant, you should as a minimum read the following sections:

Questions	Specific reference	General passages
How do I register as user, and how do I use the e-application system?		Appendix B
Where can I get help in relation to questions about my application?		6.1 and 6.2
Which research council(s) can/should I apply to?		1.2 , 2 (3.5 and 5.1)
Where do I find information about the relevant application deadlines?	2.2	2
Does my project meet the objectives of a DFF-MOBILEX mobility grant?	2.2	
Do I fulfil the applicant requirements?	2.2	
What should the duration of my project be?	2.2	
What language should my application be submitted in?	2.2	
What are the requirements for the project description?	2.2	3.3
What expenses may be covered and what are the requirements for my budget?	2.2	Appendix C
Which appendices should I enclose and what are the requirements concerning these?	2.2	3.3 and Appendix C
Where can I read about DFF's assessment criteria?		5.2
Where can I read about the Council's processing procedures?	2.2	3.2 and 5.1
When will I be notified of the Council's decision?		2 and 5

1.1 Significant changes in 2013-2014

DFF has a designated telephone number for all types of queries concerning applications. Please contact DFF's secretariat at tel. no. **(+45) 7231 8200** or by e-mail: DFF-opslag@fi.dk.

The Danish Agency for Science, Technology and Innovation plans to implement a new, web-based self-service system for applications to DFF. Once implemented, all communication concerning applications will take place via a designated platform, expectedly in the course of 2014. Any reviews of your application will be forwarded to you through the platform, just as any statements issued by you in response to such reviews must be submitted here. Eventually, you will also be notified of the Council's decision concerning your application via the platform. In relation to the Autumn 2013 application deadline, applicants who have submitted their applications before the deadline will subsequently receive

further information about these changes. In relation to the Spring 2014 application deadline, DFF expects to issue a new set of guidelines in due course, at www.fivu.dk.

The Danish Council for Independent Research emphasises that the projects supported by the Council maintain a high level of scientific research. One of the Council's main tasks is to stimulate the growth layer and continued development of independent research, where the researchers' own ideas are the driving force. Therefore, DFF invites project applications which strive to demonstrate a scientific practice that may contribute to scientific diversity and equal opportunities for male and female researchers. When applying for funding for research teams or similar collaborative projects, the applicant must account for his/her considerations in relation to the gender composition of the project team or collaboration. Such considerations are required in relation to the application, although the Council does not look at the actual gender composition in connection with its assessment of the application. A written account of the gender composition has been introduced as a requirement in order to strengthen the applicants' focus on contributing to equal opportunities among men and women in scientific research.

For applicants who have been on maternity or paternity leave after obtaining their PhD, the Council will allow for an extended period of time in relation to the age of their PhD degree. In connection with the instruments under this Call, the extended period is calculated by multiplying the actual number of leave months by 2 (compared to factor 1.5 in the Council's previous Call). Remember that exact start and end dates for leave periods must be given.

You are no longer asked to propose external reviewers in relation to your application (see [Appendix B](#)).

1.2 About the Danish Council for Independent Research

DFF supports independent research based on the researchers' own ideas, within and across all the main fields of science. DFF is comprised of a Board of Directors and the following five research councils:

*The Danish Council for Independent Research | **Humanities (FKK)** offers funding to researchers who work within the following disciplines: art history, architecture and design, media science, musicology, ICT in the humanities, comparative literature, dramaturgy, philology, linguistics, communication research, anthropology, ethnology, archaeology, history, philosophy, history of ideas and science, theology, comparative religion, educational theory, psychology and other related research disciplines within the humanities, such as library research, museology, as well as humanistic research within sports science, public health, urban and physical planning.*

*The Danish Council for Independent Research | **Natural Sciences (FNU)** offers funding to researchers who investigate fundamental scientific issues within the natural sciences, computer science and mathematics, with an epistemological but not necessarily an applied scientific objective.*

*The Danish Council for Independent Research | **Social Sciences (FSE)** offers funding to researchers who work within the social sciences. FSE covers the following main disciplines: economics, sociology, political science and legal theory, as well as the societal aspects of various interdisciplinary subjects (e.g. communication studies, development studies, gender studies and cultural geography).*

*The Danish Council for Independent Research | **Medical Sciences (FSS)** offers funding to researchers who work with all aspects of basic, translational, clinical and socio-medical research in relation to human health and disease.*

*The Danish Council for Independent Research | **Technology and Production Sciences (FTP)** funds researchers carrying out basic research within technology and production sciences, which is: a) motivated by a specific problem or has a clear application-oriented perspective, and b) aimed at solving this specific problem, at developing new technologies and new production systems, or new ways of meeting the needs of society. Epistemological research without any application-oriented perspectives and development activities will not be supported by FTP.*

1.3 Delimitations between the five research councils

It is DFF's Board of Directors that specify the scientific delimitations between the five research councils. A description of these delimitations is provided below. Obviously, there will be applicants and projects

that do not follow the delimitations. [Chapter 3.5](#) provides information on how to apply to several research councils, while [chapter 5.1](#) describes how cross-council applications are processed.

	FNU	FSE	FSS	FTP
FKK	In the delimitation between FKK and FNU, the decisive principle is that projects which predominantly concern humans' culture-forming and culture-disseminating phenomena and activities (e.g. didactics, sports and archaeology) are covered by FKK, whereas research projects primarily concerned with cognitive-forming activities which fall within the natural sciences, should be assessed by FNU.	In the delimitation between FKK and FSE, the decisive principle is that projects which predominantly concern relations between human behaviour and institutions (groups, enterprises, organisations and society) are covered by FSE, whereas projects which predominantly concern culture-analytical and historical aspects, or involve special language and other communicative qualifications are to be assessed by FKK.	In the delimitation between FKK and FSS the decisive principle is that projects which predominantly concern psychology are covered by FKK, whereas projects mostly involving psychiatry should be assessed by FSS. There is a certain overlap between these disciplines, but generally speaking, the applications considered by FSS are characterised by a biological research theme. Thus, medical history is usually covered by FKK, but if a medical history project involves an element of biological research, it may in some cases belong to FSS. Projects investigating humanistic aspects of medical science will be covered by FKK. Generally, for a project to belong to FSS it is not sufficient that the object of study is medicine – the applied methodology must also originate in medical science.	In the delimitation between FKK and FTP, the decisive principle is that projects which predominantly concern humans' culture-forming and culture-disseminating phenomena and activities are covered by FKK. This applies e.g. to media research, design research and linguistics. Projects which primarily involve a technical research element will generally be assessed by FTP.
FNU		In the delimitation between FNU and FSE, the decisive principle is that projects which predominantly concern human behaviour, organisational matters or managerial processes are covered by FSE, whereas projects which predominantly concern natural science activities are to be assessed by FNU.	In the delimitation between FNU and FSS, the decisive principle is that research projects which predominantly have fundamental scientific, epistemological aim are covered by FNU. In the event the primary objective of the project is of a medical nature, the project will be assessed by FSS. Both FSS and FNU cover areas such as biology, biochemistry and genetics.	In the delimitation between FNU and FTP, the decisive principle is that research projects which predominantly have a cognitive-forming perspective, and where the application-oriented perspective is not necessarily clear in advance, are to be assessed by FNU. Fundamental research which is primarily concerned with solving a specific development- and application-oriented problem, is covered by FTP.
FSE			In the delimitation between FSE and FSS the decisive principle is that projects which predominantly concern relations between human behaviour and institutions (groups, enterprises, organisations and society), and where the biological/medical content is limited, are covered by FSE, while projects in which the research element is predominantly of a medical nature are to be assessed by FSS.	In the delimitation between FSE and FTP, the decisive principle is that projects which predominantly concern human behaviour, institutions (groups, enterprises, organisations and society) are covered by FSE, whereas projects in which the research element predominantly concern technical/logistical solutions are to be assessed by FTP.
FSS				In the delimitation between FSS and FTP, the decisive principle is that projects which predominantly have a human biological aim and requires the use of medical competencies and methods are covered by FSS. Projects that predominantly require the use of wider technologically oriented competencies, e.g. for the development and establishment of animal models, medico-technical products or medicine, are covered by FTP.

1.4 Accessibility of research data and publications

The Danish Data Archive

If you are awarded a grant and your project involves the gathering or purchase of quantitative or qualitative data within the research areas of social science, medical science or history, your collected material, with the proper documentation, must be handed over to the Danish Data Archive. The Danish Data Archive collects, stores and makes research data accessible for other users. You can read more about the Danish Data Archive at the website of the Danish State Archives: www.sa.dk.

Open Access to research publications

In June 2012, the Danish Council for Independent Research, the Danish National Research Foundation, the Danish Council for Strategic Research, the Danish National Advanced Technology Foundation and the Danish Council for Technology and Innovation adopted a joint Open Access policy. The purpose of this policy is to promote Open Access as a standard within scientific publication. The objective is that all scientific articles which have been quality-assured through peer review and accepted by a scientific journal will be distributed and made accessible without any financial, technical or legal restrictions. It follows from the policy that published scientific articles which are based on research that has been fully or partially financed by research councils and foundations shall be made freely accessible for all users via Open Access, if the journal agrees to it.

Grant holders are required – provided the publishing journal permits it – to publish a parallel, digital version of any final peer-reviewed scientific article that has been accepted by a scientific journal. Parallel publication of articles which are the result of full or partial financing from research councils or foundations must occur in an institutional or subject-based repository, i.e. a digital archive.

Read more about Open Access at fivu.dk/en/openscience.

1.5 Information meetings

DFE's Secretariat arranges information meetings about the administrative procedures and processes in connection with the Autumn 2013 and Spring 2014 Call for Proposals. These meetings are intended for administrative staff as well as applicants, and are open to everyone who is interested. The information meetings will be held in September 2013, and are scheduled as follows:

- The University of Copenhagen, Monday 2 September, 2013, 10:15 a.m. - 12:00 noon.
Place: Building 15, 3rd floor, room 01, City Campus, Øster Farimagsgade 5, DK-1353 Copenhagen K
- The University of Aarhus: Tuesday 3 September, 2013, 9:00 – 11:00 a.m.
Place: Preben Hornungstuen, Fredrik Nielsens Vej 2-4, DK- 8000 Aarhus C
- The University of Aalborg: Tuesday 3 September, 2013, 1.00 - 3:00 p.m.
Place: The auditorium, NOVI Science Park, Niels Jernes Vej 10, DK-9220 Aalborg Ø
- The University of Copenhagen, Wednesday 4 September, 2013, 2:00 - 4:00 p.m.
Place: Festauditoriet, Faculty of Science, Bülowsvej 17, DK-1870 Frederiksberg C
- The Technical University of Denmark, Thursday 5 September, 2013, 10:00 a.m. - 12:00 noon.
Place: Conference room 1, building 101. Anker Engelundsvej 1, DK-2800 Kgs. Lyngby
- The University of Southern Denmark: Thursday 5 September, 2013, 2:00 - 4:00 p.m.
Place: Auditorium U55, Campusvej 55, DK-5230 Odense M

You can find more details about the information meetings at <http://fivu.dk/forskning-og-innovation/rad-og-udvalg/det-frie-forskningsrad/arrangementer>. In addition to this, some of the research councils continually arrange information meetings. These meetings are also announced at: <http://fivu.dk/forskning-og-innovation/rad-og-udvalg/det-frie-forskningsrad/arrangementer>.

2. WHAT CAN BE APPLIED FOR?

The Danish Council for Independent Research (DFF) supports specific and time-limited research activities, and thus does not offer funding for permanent activities.

DFF wishes to strengthen and develop the internationalisation of Danish research, and the Council therefore welcomes applications that involve international activities. The objective is to give the best researchers and research groups the opportunity to coordinate and develop their research collaborations across country borders, and to give talented researchers the opportunity to spend periods abroad as part of their research careers. Consequently, aspects of internationalisation may form an element in applications for all of DFF's instruments.

DFF aims to strengthen the societal effect of scientific research, by offering unhindered and cost-free digital access for all members of the public to the latest research results published in scientific articles. Consequently, the Danish Council for Independent Research, the Danish National Research Foundation, the Danish Council for Strategic Research, the Danish National Advanced Technology Foundation and the Danish Council for Technology and Innovation have adopted a joint Open Access policy for public research councils and foundations, effective from 21 June, 2012, which requires parallel publication of scientific articles that publish results from research activities that have been fully or partially financed by the above councils and foundations. For further information about the Open Access policy, see fivu.dk/en/openscience.

The Council also wishes to support a gender-balanced development among the managements in Danish research institutions, and welcomes applications that give due consideration to such a development.

DFF's instruments for Autumn 2013 and Spring 2014

The table on the following pages gives an overview of the specific instruments being offered by the various research councils in the Autumn 2013 (main application deadline) and the Spring 2014, as well as the relevant application deadlines. Please note that there may be minor differences in relation to the specific requirements that each council has for the various instruments. However, the requirements for the Sapere Aude programme as well as for the instruments "DFF-MOBILEX mobility grants" and "Research educations outside the universities (PhD)" are the same for all five research councils. Therefore, read the description for each instrument carefully, before you prepare and submit your application.

Grant start

DFF does not grant funding retroactively. Therefore, you cannot apply for funding for activities already carried out at the time when the Council makes its decision. All funding is awarded with effect from the date of the Council's grant meeting or a later time, as specified by the Council. However in relation to grants for journals awarded by FKK, see [chapter 2.12](#), and for research stays abroad granted by FSE, see [chapter 2.13](#), other rules apply concerning project start.

Instrument	Budget framework	Research council offering the instrument and application deadline	Scheduled time of processing (month/year)
DFF-Individual postdoctoral grants	No maximum amount limit	FKK: 1 November 2013, at 10:00 p.m., and 5 May 2014, at 10:00 p.m.	February 2014 and September 2014
		FNU: 28 October 2013, at 10:00 p.m., and 30 April 2014, at 10:00 p.m.	
		FSE: 29 October 2013, at 10:00 p.m., and 1 May 2014, at 10:00 p.m.	
		FSS: 7 November 2013, at 10:00 p.m., and 9 May 2014, at 10:00 p.m.	
		FTP: 4 November 2013, at 10:00 p.m., and 7 May 2014, at 10:00 p.m.	
DFF-MOBILEX mobility grant	max. DKK 2,500,000, <i>incl.</i> overhead	FKK: 5 May 2014, at 10:00 p.m.	
		FNU: 30 April 2014, at 10:00 p.m.	
		FSE: 1 May 2014, at 10:00 p.m.	
		FSS: 9 May 2014, at 10:00 p.m.	
		FTP: 7 May 2014, at 10:00 p.m.	
Sapere Aude: DFF-Research Talent	max. DKK 500,000, <i>incl.</i> overhead	None. Candidates are nominated from the projects that have been awarded an DFF-Individual postdoctoral grant	End of 2014
Sapere Aude: DFF-Starting Grant	max. DKK 4,900,000 excl. overhead/administration expenses	FKK: 1 November 2013, at 10:00 p.m.	May 2014
		FNU: 28 October 2013, at 10:00 p.m.	
		FSE: 29 October 2013, at 10:00 p.m.	
		FSS: 7 November 2013, at 10:00 p.m.	
		FTP: 4 November 2013, at 10:00 p.m.	
Sapere Aude: DFF-Advanced Grant	max. DKK 8,300,000 excl. overhead/administration expenses	FKK: 1 November 2013, at 10:00 p.m.	May 2014
		FNU: 28 October 2013, at 10:00 p.m.	
		FSE: 29 October 2013, at 10:00 p.m.	
		FSS: 7 November 2013, at 10:00 p.m.	
		FTP: 4 November 2013, at 10:00 p.m.	
DFF-Research Project 1	max. DKK 1,800,000 excl. overhead/administration expenses	FNU: 28 October 2013, at 10:00 p.m.	June 2014
		FSE: 29 October 2013, at 10:00 p.m.	
		FSS: 7 November 2013, at 10:00 p.m.	
		FTP: 4 November 2013, at 10:00 p.m.	
DFF-Research Project 2	DKK 1,800,000 – 4,500,000 excl. overhead/administration expenses	FKK: 1 November 2013, at 10:00 p.m.	June 2014
		FNU: 28 October 2013, at 10:00 p.m.	
		FSE: 29 October 2013, at 10:00 p.m.	
		FSS: 7 November 2013, at 10:00 p.m.	
DFF-Research Project 3	DKK 4,500,000 – 8,300,000 excl. overhead/administration expenses	FSE: 29 October 2013, at 10:00 p.m.	June 2014
		FTP: 4 November 2013, at 10:00 p.m.	
Research educations outside the universities (PhD)	No maximum amount limit	FKK: 5 May 2014, at 10:00 p.m.	September 2014
		FNU: 30 April 2014, at 10:00 p.m.	
		FSE: 1 May 2014, at 10:00 p.m.	
		FSS: 9 May 2014, at 10:00 p.m.	
		FTP: 4 May 2014, at 10:00 p.m.	
FKK-Research networks	max. DKK 700,000 excl. overhead/administration expenses	FKK: 1 November 2013, at 10:00 p.m.	May 2014
FKK-Scientific conferences	max. DKK 55,000 excl. overhead/administration expenses	FKK: 1 November 2013, at 10:00 p.m.	May 2014
FKK-Journals	See chapter 2.12	FKK: 1 November 2013, at 10:00 p.m.	May 2014
FSE-Research stays abroad	See chapter 2.13	FSE: 29 October 2013, at 10:00 p.m.	May 2014
FSS-Clinician scientist positions	No upper limit, but see chapter 2.14	FSS: 7 November 2013, at 10:00 p.m.	April 2014
FSS-Pregraduate scholarships	DKK 50,000 - 150,000 excl. overhead/administration expenses	FSS: 7 November 2013, at 10:00 p.m. and 9 May 2014, at 10:00 p.m.	January 2014 and June 2014

2.1 DFF-Individual postdoctoral grants

Application deadlines:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	28 October 2013, at 10:00 p.m.	29 October 2013, at 10:00 p.m.	7 November 2013, at 10:00 p.m.	4 November 2013, at 10:00 p.m.
5 May 2014, at 10:00 p.m.	30 April 2014, at 10:00 p.m.	1 May 2014, at 10:00 p.m.	9 May 2014, at 10:00 p.m.	7 May 2014, at 10:00 p.m.

Objective

The purpose of DFF-Individual postdoctoral grants is to maintain and develop the research competencies of researchers who are in the beginning of their research careers. The aim is to enable the grant recipient to consolidate his or her individual research profile through the project, and develop his or her scientific network. In its assessment of applications, the Council emphasises that a DFF-Individual postdoctoral grant will contribute – to the widest possible extent – to promoting the national and international mobility among research environments and, where relevant, between research environments and the business community.

The grants are awarded to researchers who in an independent manner carry out specific research projects at research institutions in Denmark or abroad.

For postdocs from other countries who apply for funding to carry out research projects in Denmark, it is DFF's expectation that they will bring considerable new expertise to the Danish host environment.

Council-specific criteria

For applicants to **FNU**, mobility between Denmark and foreign research environments during the entire grant period is a decisive criterion for being awarded a DFF-Individual postdoc grant.

For applicants to **FSS**, the council will emphasise a level of mobility, so that PhD and postdoctoral projects will not be carried in one research environment only.

Applicant requirements

Researchers who have obtained a PhD or equivalent qualifications, such as a positive assistant professorship evaluation ("*adjunktbedømmelse*"), may apply for a DFF-Individual postdoctoral grant.

DFF emphasises that applicants are at the beginning of their research careers. Thus, applicants must fulfil the following requirements concerning the age of their PhD degree, as calculated from the application deadline:

Council applied to	Requirements concerning the age of the applicant's PhD degree
FKK, FSE and FSS	At the time of application, it is normally expected that no more than 4 years have elapsed since the applicant obtained his or her PhD.
FNU and FTP	Applicants must have obtained their PhD within the last 4 years.

In both cases, any leaves of absence, such as maternity/parental leave, illness or family care leave, leave for military service, humanitarian aid work, etc. will be taken into account. In addition to this, special scientific/academic circumstances may be taken into account. Examples include clinical stays or similar activities which can be considered a necessary step in a career path, but where the time for research has been very limited. For applicants who have been on maternity or paternity leave after obtaining their PhD, the Council will allow for an extended period since the degree was obtained. The extended period is calculated by multiplying the actual number of leave months by factor 2. The exact period of the maternity/paternity leave, with start date and end date, must be stated in the applicant's CV.

The application must be submitted by the applicant him-/herself. As applicant, you are expected to manage and carry out the project yourself in an independent manner, just as DFF expects that the project

description has been formulated by you personally. Thus, support to other researchers can only be granted to a very limited extent under this instrument. If, in section 10 of your application, you apply for funding for other scientific/academic participants than yourself, you must state in your project description what role these participants play in your project and why their participation is necessary.

If you are a PhD student you may apply, provided that you attach a declaration from your supervisor stating that your thesis is expected to be submitted within six months of the application deadline. If you are awarded a postdoctoral grant, but fail to submit your PhD thesis within the given deadline, the grant will be annulled.

You may commence your project as soon as a positive PhD evaluation has been issued. But please note that your PhD diploma must be submitted to the Danish Agency for Science, Technology and Innovation before the first payment of such a grant can take place. In the event the issue of your PhD diploma is delayed, your institution must therefore be willing to cover your expenses temporarily.

Council-specific criteria

FKK will only in exceptional cases support applicants who have not yet obtained a PhD degree. If you have not obtained your PhD degree at the time of application, you must enclose a brief summary – approximately 1-2 pages long – of your PhD thesis. If you have obtained your PhD degree, but will not receive a PhD evaluation (typically in connection with foreign PhDs), you must instead enclose a brief summary – approximately 1-2 pages long – of your PhD thesis.

The application

You can apply for a DFF-Individual postdoctoral grant for a period of up to 2 years. However, provided there are special scientific/academic grounds, which must be stated in the application, the period may be extended to a maximum of 3 years. The Danish Council for Independent Research | Medical Sciences and The Danish Council for Independent Research | Technology and Production Sciences welcome applications for 3-year projects. However, DFF-Individual postdoctoral grants cannot be awarded for more than a total of 3 years to the same person.

To facilitate external review of applications, the project description, CV and list of publications must be written in English.

You can apply for a DFF-Individual postdoctoral grant with one of the following forms of affiliation to a research institution and project administration:

- The project will be carried out in affiliation to a Danish research institution
- The project will be affiliated to a foreign research institution, but administered by a Danish research institution
- The project will be affiliated to a foreign research institution, with the Danish Agency for Science, Technology and Innovation administering the grant in relation to the monthly payment of personal salaries, vacation, sick leave, etc. The grant recipient will administer all other operational tasks in relation to the project.

If you apply for a DFF-Individual postdoctoral grant in relation to a project that is going to be affiliated to a foreign research institution during the entire project period, with the administrative assistance of the Danish Agency for Science, Technology and Innovation, please be aware of the following:

- Support will be offered in the form of a grant that does not involve tenure. When calculating the size of the fixed monthly payments towards the grant holder's personal income, the principles that apply in the collective agreement between the Danish Confederation of Professional Associations (AC) and the Danish Ministry of Finance will be followed, although the grant holder will not as such be covered by this or other collective agreements.
- There are special budget requirements in relation to the application, see the section on the budget below and Appendix C, particularly section 4.1.

Project description

The length of your project description must not exceed 5 A4 pages excl. references, and it must be prepared in accordance with the guidelines in [chapter 3.3](#). The project description must indicate how your project will cover new scientific ground in relation your PhD project. You must also state how the project will contribute to the further development of your competencies. In addition, the project description must include a description of the scientific environment in which the project will be carried out, including an account of why the environment will be beneficial to the activities applied for.

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#). You may apply for funding to cover your own income, equipment, operating expenses and, to a limited extent, scientific/academic and technical/administrative salaries, see Appendix C, section 4. However, if you apply to FNU and FSS, funding towards technical/administrative salaries cannot be applied for, as FNU and FSS expect you to perform the relevant tasks involved in the project yourself.

For DFF-Individual postdoctoral grants that are going to be administered by a Danish research institution, the relevant overhead must be included in the budget, see Appendix C, section 5.

If you apply for a DFF-Individual postdoctoral grant in relation to a project that is going to be carried out at a foreign research institution with the administrative assistance of the Danish Agency for Science, Technology and Innovation, you must apply excl. overhead. In such cases, it will be your own responsibility as applicant to take out the relevant insurances to cover yourself as well as any equipment (e.g. travel and health insurances, industrial injury insurance, insurance of research equipment, any social insurance needed in the country you travel to, etc). You will also be responsible for drawing up an agreement with the foreign institution concerning the research activities, intellectual rights and any equipment to be used or acquired in connection with the grant.

In both cases, the application must include a detailed description of operating expenses, with an indication of the anticipated actual cost, see [Appendix C, sections 4 and 4.1](#).

Application form and appendices

You must submit your application for a DFF-Individual postdoctoral grant via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CV and list of publications (see [chapter 3.3](#)). The exact period of the maternity/paternity leave, with start date and end date, must be stated in the applicant's CV
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- PhD diploma (and PhD evaluation if applying FKK) or alternatively, documentation of: a) acceptance of the thesis for defence, b) a positive assistant professorship evaluation ("*adjunktbedømmelse*"), c) qualifications equivalent to PhD level achieved in another way, or d) a declaration from the supervisor stating the expected date of submission (PhD students)
- Budget, using the council's mandatory budget template (see [Appendix C](#))
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The hosting institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFF Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)
- If the project will take place outside of denmark you shall include a written statement from the hosting institution confirming that the project can be carried out as planned, including a short description of the nature of the collaboration and the central activities to be carried out

- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Council-specific criteria

If you apply to FKK, the deadline for submitting PhD evaluations is no later than 30 days after FKK’s application deadline. If, within that timeframe, you have not yet received a PhD evaluation or will not receive one, you must enclose a brief summary – of maximum 2 pages – of your PhD thesis.

If you apply to FNU, you may enclose letters of recommendation. The deadline for submitting letters of recommendation for FNU’s consideration is no later than 14 days after FNU’s application deadline. The letters of recommendation must be sent to: fnu-recommendations@fi.dk

Other appendices than those listed above will not be considered, just as supplementary appendices submitted after the application deadline will not be accepted, excepting however PhD diplomas and evaluations which the applicant has received after DFF’s application deadline.

Processing procedure

The processing of your application is described in [chapter 5](#).

2.2 DFF-MOBILEX mobility grants

Application deadlines:

FKK	FNU	FSE	FSS	FTP
5 May 2014, at 10:00 p.m.	30 April 2014, at 10:00 p.m.	1 May 2014, at 10:00 p.m.	9 May 2014, at 10:00 p.m.	7 May 2014, at 10:00 p.m.

Objective

In order to facilitate more career paths in Danish research and increase the mobility in Danish research environments, DFF funds – in collaboration with the special EU programme COFUND – mobility grants to enable researchers who are in the beginning of their research careers to carry out research projects based on their own scientific interests, at research institutions in Denmark as well as abroad. DFF-MOBILEX mobility grants are awarded for a period of 24 months, within a financial framework of DKK 2,500,000/approx. € 335,000, including overhead for the hosting institution. Up to 26 grants may be awarded in 2014.

Applicant requirements

At the expiry of the application deadline, the applicant must have obtained a PhD degree or acquired equivalent qualifications through a minimum of 4 years’ experience as a researcher. As applicants are expected to be at the beginning of their research careers, previous research results will be assessed with consideration given to the applicant’s career path and the scientific challenges of the project applied for. To be considered for a mobility grant, the applicant must not, within the last 3 years before the application deadline, have stayed (been employed or studied) for more than a total of 12 months in the country where the project will be carried out.

The objective of the DFF-MOBILEX mobility grant is to promote and strengthen Danish as well as European research, understood in a broad sense. Therefore, there are no specific requirements concerning the applicants’ citizenship.

The application

As a basis for the application, the applicant must be affiliated to a Danish university, which will serve as the applicant’s place of employment in connection with a grant. The following constellations may form the basis for applying for a MOBILEX mobility grant:

1. A researcher employed at a Danish research institution may apply for support for a project to be carried out at a research institution outside of Denmark. If a grant is awarded, the applicant may

be stationed abroad in accordance with the provisions in the Danish Government circular on the official journey agreement ("Statens Cirkulære om Tjenesterejseaftalen" – view the circular [here](#)).

2. A researcher employed at a research institution outside of Denmark may apply for support for a project to be carried out at a Danish research institution. If a grant is awarded, the applicant will be employed at the Danish institution for the project period, having obtained leave or entered a similar arrangement with the foreign institution. DFF will not grant funding to cover workload reductions in relation to assignments from which the researcher wishes to be exempt at his/her foreign institution.
3. Researchers in Denmark with no permanent tenure may apply for funding for a project at a research institution outside of Denmark, and be employed at a Danish research institution if a grant is awarded.
4. Foreign researchers with no permanent tenure may apply for funding for a project at a Danish institution, and be employed at that institution in the case of a grant.

For applications under this Call, the project start for DFF-MOBILEX mobility grants must be 1 January, 2015.

To facilitate external review of the applications, the following appendices must be submitted in English: project description, CV and list of publications.

Project description

The length of your project description must not exceed 7 A4 pages excl. references. The project description must be drawn up in accordance with the guidelines in [chapter 3.3](#).

Budget

A DFF-MOBILEX mobility grant may cover the following expenses in relation to the project:

- Salary expenses for the applicant
- Operating expenses, including transportation and living expenses as well as any expenses for equipment
- Overhead for the employing institution

You cannot apply for overhead for foreign institutions under this instrument. Any funding of bench fees and similar administrative expenses in connection with projects that are carried out at foreign institutions may be applied for as operating expenses.

To read about other requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

Applications for DFF-MOBILEX mobility grants must be submitted via the e-application system at fivu.dk/fi/e-application, including the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CV and list of publications (see [chapter 3.3](#)) The CV must document that the applicant has not stayed for more than a total of 12 months in the country where the project will be carried out, within the last 3 years before the application deadline
- PhD diploma or documentation of equivalent qualifications
- Budget, using the council's mandatory budget template (see [Appendix C](#))
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The employing institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFF Budget Confirmation" (see [Appendix C](#) and

<http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)

- A written statement from the hosting institution in the country where the project will take place, confirming that the project can be carried out as planned, including a short description of the nature of the collaboration and the central activities to be carried out during the stay
- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Council-specific criteria

If you apply to FNU, you may enclose letters of recommendation. The deadline for submitting letters of recommendation for FNU’s consideration is no later than 14 days after FNU’s application deadline. The letters of recommendation must be sent to: fnu-recommendations@fi.dk.

Other appendices than those listed above will not be considered.

Processing procedure

The final consideration of applications will be take place in the relevant research councils in September 2014. The starting date for a DFF-MOBILEX mobility grant awarded in 2014 must be 1 January, 2015.

DFF’s research career programme Sapere Aude

In order to promote the education of researchers and strengthen internationalisation, the Danish Council for Independent Research has launched the research career programme Sapere Aude. The objective of the programme is to develop the qualifications and competencies of the best research talents, both nationally and internationally. Sapere Aude is aimed at Danish as well as non-Danish researchers. You can read more about the Sapere Aude programme here.

	Sapere Aude: DFF-Research Talent	Sapere Aude: DFF-Starting Grant	Sapere Aude: DFF-Advanced Grant
Anticipated number of grants in 2014	Up to 40	Up to 20	Up to 7

If you are awarded a Sapere Aude grant, you have an additional obligation in relation to the dissemination of your project results. You can read more about the Sapere Aude programme at www.fivu.dk/sapereaude.

2.3 Sapere Aude: DFF-Research Talent

To be considered for a Sapere Aude: DFF-Research Talent grant, you must first have applied for and been awarded a DFF-Individual postdoctoral grant, as described in [chapter 2.1](#). On the basis of your Individual postdoctoral grant application, the Council may decide to include your application in the competition for a Sapere Aude: DFF-Research Talent grant, which consists of additional funding of up to DKK 500,000, incl. overhead.

Objective

Sapere Aude: DFF-Research Talent is an extended Individual postdoctoral grant, which makes it possible to realise particularly ambitious research objectives. The aim is to provide the best possible conditions for becoming part of the international elite.

Thus, DFF-Research Talents are given the opportunity to develop and strengthen their scientific competencies. A central objective is also to promote the mobility, internationally as well as nationally, between research environments, and thereby to strengthen the researchers’ networks and careers. This may for instance be achieved through research stays abroad (as a shorter extension of a DFF-Individual

postdoctoral scholarship), hosting or participating in international conferences, inviting foreign visiting researchers, etc. In addition to this, the Sapere Aude: DFF-Research Talent grant strengthens the possibility for excellent researchers to return to a Danish research institution after their research stay abroad.

Applicant requirements

Sapere Aude: DFF-Research Talent grants are awarded to the most talented candidates among the recipients of a DFF-Individual postdoctoral grant.

The application

If you are selected by the Council to compete for a Sapere Aude: DFF-Research Talent grant, you will, in the second half of 2014 and at a short notice, be asked to submit a brief application. The application may be submitted in Danish or English.

Application form and appendices

If you are asked by the Council to submit an application for a Sapere Aude: DFF-Research Talent grant, you must do so via the e-application system at fivu.dk/fi/e-application. Under “Instrument”, you must select DFF-Individual postdoctoral grant. You must include the following appendices in PDF format, in the order shown here:

- A brief supplementary project description, the length of which must not exceed 1 A4 page (including figures, tables, etc.), excl. references/bibliography
- An updated list of publications, which covers the period from the submission of your DFF-Individual postdoctoral grant application to the submission of your Sapere Aude: DFF-Research Talent application
- If the extended part of the project is to be carried out partly or entirely at a foreign institution, you must enclose a) confirmation from the foreign institution, in the form of a letter of support from the scientific host, describing the research environment in which the project will be carried out, and b) CV of the scientific host
- A detailed budget, using the DFF budget template (see [Appendix C](#))
- The employing institution’s confirmation of the budget and acknowledgement that it will host the project, using the template “DFF Budget Confirmation” (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>) If the project is going to be affiliated to a foreign research institution, with administrative assistance from the Danish Agency for Science, Technology and Innovation, you, as applicant, must sign the template “DFF Budget Confirmation”.

Processing procedure

First, the relevant research council decides whether you should be awarded a DFF-Individual postdoctoral grant on the basis of your application. If you are awarded an Individual postdoctoral grant, the relevant council will then determine whether your application should be included in the competition for Sapere Aude: DFF-Research Talent grants, along with applications from the other research councils.

2.4 Sapere Aude: DFF-Starting Grant

Application deadlines:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	28 October 2013, at 10:00 p.m.	29 October 2013, at 10:00 p.m.	7 November 2013, at 10:00 p.m.	4 November 2013, at 10:00 p.m.

Objective

The objective of the Sapere Aude: DFF-Starting Grant is to give excellent researchers, i.e. researchers who have achieved outstanding research results in their field, an opportunity to develop and strengthen

their research ideas. The instrument also aims at promoting the mobility internationally as well as nationally between research environments, and thereby to strengthen the researchers' networks and careers. Starting Grants are targeted at the very best researchers, and give them the opportunity to gather a group of researchers and/or research students for carrying out a research project at a high international level. The Sapere Aude DFF-Starting Grant also strengthens the possibility for excellent younger researchers to return to a Danish research institution after a research stay abroad.

Applicant requirements

The Sapere Aude: DFF-Starting Grant is aimed at younger, very talented researchers who, at the time of the application deadline and within the last eight years, have obtained their PhD or achieved equivalent qualifications (e.g. a positive assistant professorship evaluation ("*adjunktbedømmelse*"), and who have demonstrated an ability to carry out original research at a high international level. It is the date on which you were awarded the degree of PhD, as stated on the PhD diploma, that will be used to calculate the age of your degree. Alternatively, if this date is not stated, the date of issue of the diploma will be used instead.

Any leaves of absence, such as maternity/parental leave, illness or family care leave, leave for military service, humanitarian aid work, etc. will be taken into account. For applicants who have been on maternity or paternity leave after obtaining their PhD, the Council will allow for an extended period of time since the degree was obtained. The extended period is calculated by multiplying the actual number of leave months by factor 2. The exact period of the maternity/paternity leave, with start and end dates, must be stated in the applicant's CV. In addition to this, special scientific/academic circumstances may be taken into account. Examples include clinical stays or similar activities which can be considered a necessary step in a career path, but where the time for research has been very limited.

DFF expects that a Sapere Aude: DFF-Starting Grant will help to enable the applicant to apply for an ERC Starting Grant, ERC Advanced Grant or corresponding international programmes.

The application

You can apply for a DFF-Starting Grant for a duration of up to 4 years and a maximum amount of DKK 4,900,000, excl. overhead. In connection with your application, the Council considers it important that you have made plans for participating in international research activities, wherever this is deemed relevant. Please indicate in your application which international activities might be relevant. It may be in the form of research stays abroad, collaboration with foreign research groups, hosting or participating in international conferences, invitation of foreign visiting researchers, etc.

To facilitate external review of applications, the project description, CV and list of publications must be written in English.

Funding for PhD and postdoctoral scholarships may be included in the application, if they have a clear function within, and form an integral part of, the research project. When applying for PhD scholarships, the ratio between the respective work efforts of senior researcher(s) and student(s) in the project must be adequately balanced, so that all participants listed have a concrete role in the project work. Funding towards the education of PhD candidates is granted under the provision that the PhD candidates in question are enrolled in a PhD programme.

Project description

The length of your project description must not exceed 10 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

You must submit your application for a Sapere Aude: DFF–Starting Grant via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CVs and lists of publications for applicant and other scientific/academic participants whose salaries are to be covered by the grant (see [chapter 3.3](#)). Please note that the precise date and year for obtaining your PhD must be stated.
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- If PhD scholarships are applied for with named candidates in mind, the following appendices must be enclosed: Character sheet/diploma, CV and list of publications (if relevant)
- If postdoctoral scholarships are applied for with named candidates in mind, the following appendices must be enclosed: CV, PhD diploma and PhD evaluation, or alternatively, documentation of: a) acceptance of the thesis for defence, b) a positive assistant professorship evaluation (“*adjunktbedømmelse*”), c) qualifications equivalent to PhD level achieved in another way, or d) a declaration from the supervisor stating the expected date of submission (for PhD students).
- Budget, using the Council’s mandatory budget template (see [Appendix C](#)).
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The institution’s confirmation of the budget and acknowledgement that it will host the project, using the template “DFF Budget Confirmation” (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)
- The DFF appendix “Other project activity” (see <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>)
- If the project activities are going to be carried out entirely or partly at a foreign institution, a written confirmation from the institution must be enclosed, indicating that the project can be carried out as planned.
- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Council-specific criteria

If you apply to FKK for the financing of postdoc grants for named candidates who have not yet received a PhD evaluation or will not receive one, a summary of their PhD thesis – no more than 2 pages long – must be enclosed.

Other appendices than those listed above will not be considered.

Processing procedure

The processing of applications for Sapere Aude: DFF-Starting Grants has 3 stages:

1. Shortly after the application deadline, the research councils will assess all applications, to determine which applications should proceed to the second round, which includes an external review. The assessment is based on the criteria listed in [chapter 5.2](#). If your application is not selected for the second round, you will, as soon as possible after the Council’s decision, receive a rejection letter (see [chapter 5](#)).

2. In the second stage of evaluation, each application will be submitted for external review. Subsequently, the respective research councils will assess the applications, including the external reviews and any statements from applicants in response to such reviews in their deliberations. The best applications are then selected for final review by a cross-council board. You can read more about the Council's practice concerning external reviews in [chapter 5.1](#).
3. The final stage of the evaluation process is carried out in a cross-council board, consisting of two members from each of the five scientific research councils. As part of the board's assessment procedure, the applicant will be invited for an interview in week 19 in 2014.

The earliest possible starting date for projects awarded a Sapere Aude: DFF-Advanced Grant is 1 July 2014.

2.5 Sapere Aude: DFF-Advanced Grant

Application deadlines:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	28 October 2013, at 10:00 p.m.	29 October 2013, at 10:00 p.m.	7 November 2013, at 10:00 p.m.	4 November 2013, at 10:00 p.m.

Objective

Sapere Aude: DFF-Advanced Grants are aimed at researchers at professor level, who have ambitious research goals which require a longer period dedicated to research. The instrument makes it possible to pursue inventive and ambitious goals by carrying out and leading a research project for a period of up to 5 years.

Applicant requirements

Sapere Aude: DFF-Advanced Grants are geared towards excellent researchers who, at the time of the application deadline and within the last 20 years, have obtained a PhD or achieved equivalent qualifications. Typically, they also possess professor-level qualifications. It is the date on which you were awarded the degree of PhD, as stated on the PhD diploma, that will be used to calculate the age of your degree. Alternatively, if this date is not stated, the date of issue of the diploma will be used.

Any leaves of absence, such as maternity/parental leave, illness or family care leave, leave for military service, humanitarian aid work, etc. will be taken into account. For applicants who have been on maternity or paternity leave after obtaining their PhD, the Council will allow for an extended period of time since the degree was obtained. The extended period is calculated by multiplying the actual number of leave months by factor 2. The exact period of the maternity/paternity leave, with start and end dates, must be stated in the applicant's CV. In addition to this, special scientific/academic circumstances may be taken into account. Examples include clinical stays or similar activities which can be considered a necessary step in a career path, but where the time for research has been very limited.

Involvement in international research activities and, to the extent it is relevant within the individual research environment, experience from different research environments are a requirement. Applicants must have carried out independent research activities of an exceptionally high standard, documented by an outstanding list of publications and qualifications as heads of research. The instrument is aimed at top researchers who have demonstrated a talent for original research and for supervising younger researchers.

DFF expects that, towards the end of or after a DFF-Advanced Grant, researchers will apply for an ERC Advanced Grant or a corresponding programme.

The application

You can apply for a DFF-Advanced Grant for a duration of up to 5 years and a maximum amount of DKK 8,300,000, excl. overhead. The Council considers it important that the application includes a description of which international research activities the project involves.

As applications may be submitted for external review, the project description, CV and list of publications must be written in English.

Funding for PhD and postdoctoral scholarships may be included in the application, if they have a clear function within, and form an integral part of the research project. Funding towards the education of PhD candidates is granted under the provision that the PhD candidates in question are enrolled in a PhD programme.

Project description

The length of your project description must not exceed 10 A4 pages excl. references (if it includes figures, tables, etc.). You must prepare the description in accordance with the guidelines in [chapter 3.3](#).

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

You must submit your application for a Sapere Aude: DFF-Advanced Grant via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CVs and lists of publications for applicant and other participants whose salaries are to be covered by the grant (see [chapter 3.3](#)). Please note that the precise date and year for obtaining your PhD must be stated
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- If PhD scholarships are applied for with named candidates in mind, the following appendices must be enclosed: Character sheet/diploma, CV and list of publications (if relevant)
- If postdoctoral scholarships are applied for with named candidates in mind, the following appendices must be enclosed for those candidates: CV, PhD diploma and PhD evaluation, or alternatively, documentation of: a) acceptance of the thesis for defence, b) a positive assistant professorship evaluation (“*adjunktbedømmelse*”), c) qualifications equivalent to PhD level achieved in another way, or d) a declaration from the supervisor stating the expected date of submission (for PhD students)
- Budget, using the Council’s mandatory budget template (see [Appendix C](#))
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The institution’s confirmation of the budget and acknowledgement that it will host the project, using the template “DFF Budget Confirmation” (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)
- The DFF appendix “Other project activity” (see <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>)
- If the project activities are going to be carried out entirely or partly at a foreign institution, a written confirmation from the institution must be enclosed, indicating that the project can be carried out as planned

- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Council-specific criteria

If you apply to FKK for the financing of postdoc grants for named candidates who have not yet received a PhD evaluation or will not receive one, a summary of their PhD thesis – no more than 2 pages long – must be enclosed.

Other appendices than those listed above will not be considered.

Processing procedure

The processing of applications for Sapere Aude: DFF-Advanced Grants has two stages:

1. Shortly after the application deadline, the Council will submit each application for external review. Subsequently, the research councils assess the applications, including external reviews and any statements from the applicants in response to such reviews in their deliberations, before submitting some of the applications for final assessment in a cross-council board. You can read more about the Council’s practice concerning external reviews in.
2. Carrying out the final assessment, the cross-council board consists of two members from each of the five scientific research councils. As part of the board’s assessment procedure, the applicant will be invited for an interview in week 19 in 2014.

The earliest possible starting date for projects awarded a Sapere Aude: DFF-Advanced Grant is 1 July, 2014.

2.6 DFF-Research Project 1

Application deadlines:

FKK	FNU	FSE	FSS	FTP
Not offered	28 October 2013, at 10:00 p.m.	29 October 2013, at 10:00 p.m.	7 November 2013, at 10:00 p.m.	4 November 2013, at 10:00 p.m.

Objective

In order to strengthen the quality of Danish research, DFF offers funding for research projects within a framework of up to DKK 1,800,000, excl. overhead. What characterises a DFF-Research Project 1 is a clear and well defined problem statement, where the research activities must be at a high international level.

Applicant requirements

The applicant must have completed a postdoc or assistant professorship programme (or similar), or for physicians, an equivalent postgraduate research programme. The applicant’s previous results will be assessed in relation to his/her career, (see chapter 3.3), and in relation to the scientific challenges of the proposed project. If the applicant has no formal supervisory qualifications and the project involves the education of researchers, it must be stated in the application how the relevant supervision will be provided, and how the scientific connection with the project will be ensured.

The application

The Council awards DFF-Research Project 1 grants for a maximum duration of 3 years, with a budget of up to DKK 1,800,000, excl. overhead.

As applications may be submitted for external review, the project description, CV and list of publications must be written in English.

Council-specific criteria

Please note that if you apply to FSE for a DFF-Research Project 1 which includes funding of specific PhD and/or postdoctoral projects, the names of the candidates for whom these scholarships are intended should as far as possible be listed.

Funding towards the education of PhD candidates is granted under the provision that the PhD candidates in question are enrolled in a PhD programme. In relation to unnamed postdocs, you must account briefly for the planned recruitment process.

Project description

The length of your project description must not exceed 7 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

The contents of any sub-projects, including PhD and postdoctoral projects, must be described in the project description. The Council emphasises that any postdoc candidates participating in the project are at the beginning of the research careers, and that any PhD and postdoc grants are well integrated in the project and fulfil a clear, well defined function.

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see .

Application form and appendices

You must submit your application for a DFF-Research Project 1 via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CVs and lists of publications for applicant and other scientific/academic participants whose salaries are to be covered by the grant (see [chapter 3.3](#)). Please note that the precise date and year for obtaining your PhD must be stated
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- If PhD scholarships are applied for with named candidates in mind, the following appendices must be enclosed: Character sheet/diploma, CV and list of publications (if relevant)
- If postdoctoral scholarships are applied for with named candidates in mind, the following appendices must be enclosed: CV, PhD diploma and PhD evaluation, or alternatively, documentation of: a) acceptance of the thesis for defence, b) a positive assistant professorship evaluation (“*adjunktbedømmelse*”), c) qualifications equivalent to PhD level achieved in another way, or d) a declaration from the supervisor stating the expected date of submission (PhD students).
- Budget, using the Council’s mandatory budget template (see [Appendix C](#))
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The institution’s confirmation of the budget and acknowledgement that it will host the project, using the template “DFF Budget Confirmation” (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)
- The DFF appendix “Other project activity” (see <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>)
- If the project activities are going to be carried out entirely or partly at a foreign institution, a written confirmation from the institution must be enclosed, indicating that the project can be carried out as planned

- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Other appendices than those listed above will not be considered.

Processing procedure

The processing of your application is described in [chapter 5.1](#). Your project can at the earliest commence on 1. August 2014.

2.7 DFF-Research Project 2

Application deadlines:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	28 October 2013, at 10:00 p.m.	29 October 2013, at 10:00 p.m.	7 November 2013, at 10:00 p.m.	4 November 2013, at 10:00 p.m.

Objective

In order to strengthen the quality of Danish research and develop the level of collaboration, DFF offers funding for research projects to be carried out by several researchers and within a framework of DKK 1,800,000 – 4,500,000, excl. overhead. A DFF-Research Project 2 is characterised by a coordinated and mutually binding collaboration that takes its point of departure in a well-defined, joint problem statement. The research activities must have the potential to achieve a synergy between sub-projects, involve an international level of collaboration (if relevant) and be of a high international standard.

Council-specific criteria

FKK prefers that projects are formulated across the normal delimitations between disciplines and institutions, also including sector research institutions, where relevant.

FSS will only award DFF-Research Project 2 grants in exceptional cases, where it is sufficiently demonstrated that the research objectives cannot be fulfilled through a DFF-Research Project 1.

Applicant requirements

The applicant must have completed a postdoc or assistant professorship programme (or similar), or for physicians, an equivalent postgraduate research programme. The applicant's previous results will be assessed in relation to his/her career, (), and in relation to the scientific challenges of the proposed project. If the applicant has no formal supervisory qualifications and the project involves the education of researchers, it must be stated in the application how the relevant supervision will be provided, and how the scientific connection with the project will be ensured.

The application

The Council awards DFF-Research Project 2 grants for a duration of up to 4 years, and with a budget between DKK 1,800,000 - 4,500,000, excl. overhead. Funding towards the education of PhD candidates is granted under the provision that the PhD candidates in question are enrolled in a PhD programme.

Council- specific criteria

Please note that **if you apply to FSE or FSE** for a DFF-Research Project 2 which includes financing of specific PhD and/or postdoctoral projects, the names of the candidates for whom these scholarships are intended should as far as possible be listed.

Project description

The length of your project description must not exceed 10 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

DFF emphasises that the project description accounts for the synergy between any sub-projects and the management and organisational structure of the project, as well as contains a plan for the publication of

project findings. The contents of all sub-projects, including PhD and postdoctoral projects, must be described in the project description. The Council emphasises that any postdoc candidates participating in the project are at the beginning of the research careers, and that any PhD and postdoc grants are well integrated in the project and fulfil a clear, well defined function.

In relation to unnamed postdocs, you must account for the planned recruitment process.

As applications may be submitted for external review, the project description, CV and list of publications must be written in English.

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see .

Application form and appendices

You must submit your application for a DFF-Research Project 2 via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CVs and lists of publications for applicant and other scientific/academic participants whose salaries are to be covered by the grant (see [chapter 3.3](#))
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- If PhD scholarships are applied for with named candidates in mind, the following appendices must be enclosed: Character sheet/diploma, CV and list of publications (if relevant)
- If postdoctoral scholarships are applied for with named candidates in mind, the following appendices must be enclosed: CV, PhD diploma and PhD evaluation, or alternatively, documentation of: a) acceptance of the thesis for defence, b) a positive assistant professorship evaluation (“*adjunktbedømmelse*”), c) qualifications equivalent to PhD level achieved in another way, or d) a declaration from the supervisor stating the expected date of submission (for PhD students)
- Budget, using the Council’s mandatory budget template (see [Appendix C](#)) Any undertakings to provide external funding of the project (actual contributions) from other sources than the group of applicants named in the application must be listed in the budget
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The institution’s confirmation of the budget and acknowledgement that it will host the project, using the template “DFF Budget Confirmation” (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)
- The DFF appendix “Other project activity” (see <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>)
- If the project activities are going to be carried out entirely or partly at a foreign institution, a written confirmation from the institution must be enclosed, indicating that the project can be carried out as planned
- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Council-specific criteria

If you apply to FKK for the financing of postdoc grants for named candidates who have not yet received a PhD evaluation or will not receive one, a summary of their PhD thesis – no more than 2 pages long – must be enclosed.

Other appendices than those listed above will not be considered.

Processing procedure

The processing of your application is described in [chapter 5.1](#). Your project can at the earliest commence on 1. August 2014.

2.8 DFF-Research Project 3

Application deadlines:

FKK	FNU	FSE	FSS	FTP
Not offered	Not offered	29 October 2013, at 10:00 p.m.	Not offered	4 November 2013, at 10:00 p.m.

Objective

In order to strengthen the quality of Danish research and develop the level of collaboration, DFF offers funding for research projects to be carried out by groups of researchers and within a framework of DKK 4,500,000 – 8,300,000, excl. overhead. The activities of a DFF-Research Project 3 can be characterised as coherent and focused research initiatives whose purpose is to strengthen or develop research fields with specific Danish potential and competencies. Thus a DFF-Research Project 3 may be comprised of several projects, each with a clear and well-defined problem formulation that is being investigated jointly by several researchers, e.g. as a research consortium, and preferably drawing on various research traditions and disciplines.

There must be synergy between the sub-projects, a level of international collaboration, and the activities must represent research of a high international standard. In addition, the research activities must be well-defined and innovative. DFF expects that a DFF-Research Project 3 involves training and education of researchers.

Applicant requirements

The researcher who has the principal responsibility for carrying out the proposed research project must submit the application. The applicant must be an internationally recognised researcher, typically at professor level, with documented original research and experience with research management. The applicant's previous results will be assessed in relation to his/her career, (see [chapter 3.3](#)), and in relation to the scientific challenges of the project applied for.

The application

The Council awards DFF-Research Project 3 grants for a duration of up to 5 years, and with a budget between DKK 4,500,000 - 8,300,000, excl. overhead. Funding towards the education of PhD candidates is granted under the provision that the PhD candidates in question are enrolled in a PhD programme.

To facilitate external review of applications, the project description, CV and list of publications must be written in English.

Council-specific criteria

Please note that **if you apply to FSE** for a DFF-Research project 3 which includes financing of specific PhD and/or postdoctoral projects, the names of the candidates for whom these scholarships are intended should as far as possible be listed.

Project description

The length of your project description must not exceed 10 A4 pages excl. references (including figures, tables, etc.). You must prepare the description in accordance with the guidelines in [chapter 3.3](#). The Council emphasises that the project description accounts for the synergy between the various sub-projects and the management and organisational structure of the project, as well as contains a plan for the publication of project findings. The contents of all sub-projects, including PhD and postdoctoral projects, must be described in the project description. The Council emphasises that any postdoc candidates

participating in the project are at the beginning of the research careers, and that any PhD and postdoc grants are well integrated in the project and fulfil a clear, well defined function.

In relation to unnamed postdocs, you must account for the planned recruitment process.

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

You must submit your application for a DFF-Research Project 3 via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- Applicant's CV and list of publications (see [chapter 3.3](#))
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- If PhD scholarships are applied for with named candidates in mind, the following appendices must be enclosed: Character sheet/diploma, CV and list of publications (if relevant)
- If postdoctoral scholarships are applied for with named candidates in mind, the following appendices must be enclosed: CV, PhD diploma and PhD evaluation, or alternatively, documentation of: a) acceptance of the thesis for defence, b) a positive assistant professorship evaluation ("*adjunktbedømmelse*"), c) qualifications equivalent to PhD level achieved in another way, or d) a declaration from the supervisor stating the expected date of submission (PhD students)
- Budget, using the Council's mandatory budget template (see [Appendix C](#)) Undertakings from other sources than the group of applicants named in the application regarding actual contributions to the completion of the project must be included in the budget
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFF Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)
- The DFF appendix "Other project activity" (see <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>)
- If the project activities are going to be carried out entirely or partly at a foreign institution, a written confirmation from the institution must be enclosed, indicating that the project can be carried out as planned
- If deemed relevant to the project, and if the project involves collaboration with foreign partners, private enterprises or other beneficiaries of the research results, statements from such parties confirming the collaboration may be enclosed (maximum one page each).

Other appendices than those listed above will not be considered.

Processing procedure

All applications for DFF-Research Project 3 grants submitted to FTP will to the extent possible be submitted for individual international review. All applications for DFF-Research Project 3 grants submitted to FSE will be submitted for review by an international panel. The processing of your application is described in [chapter 5.1](#). Your project can at the earliest commence on 1. August 2014.

Please note that applications for DFF-Research Project 3 grants will be considered in competition with other instruments. This means that it depends on the overall field of applicants whether any DFF-

Research Project 3 grants will be awarded. FTP will award a maximum of 3 DFF-Research Project 3 grants in 2014.

2.9 Research educations outside the universities (PhD)

Application deadline:

FKK	FNU	FSE	FSS	FTP
5 May 2014, at 10:00 p.m.	30 April 2014, at 10:00 p.m.	1 May 2014, at 10:00 p.m.	9 May 2014, at 10:00 p.m.	7 May 2014, at 10:00 p.m.

Under the Danish Finance Act an amount has been specifically earmarked for the education of researchers at public research institutions outside the universities (PhD), and these funds will be distributed by DFF. In 2014, DKK 20.3 million will be distributed, corresponding to 7-9 grants. It should be noted that DFF does not generally fund individual PhD grants. Thus, you cannot apply for individual PhD grants for studies at the universities.

Objective

The purpose of the PhD grants under this Call is to strengthen the education of researchers at public research institutions in Denmark outside the universities. The instrument is relevant for institutions outside the universities which are subject to the rules concerning subsidised research activities in the Danish Ministry of Finance's budget guidelines, and which are authorised to carry out subsidised research activities. Thus, the instrument covers e.g. state-owned research institutions, educational institutions under the Danish Ministry of Culture with accredited PhD programmes, sector research institutions, the University Colleges Denmark as well as state archives, libraries and museums. However, it does not cover state approved institutions, such as Advanced Technology Group (GTS) institutes, hospitals, etc. Examples of institutions that are encompassed by this instrument are listed at:

<http://fivu.dk/forskning-og-innovation/tilskud-til-forskning-og-innovation/skemaer-til-ansogninger/filer/eksempler-pa-omfattede-institutioner.pdf>

Applicant requirements and agreement from hosting institution concerning supervision (max. 3 per institution)

You may apply for a PhD grant if you have a Master's degree as well as confirmation from an institution covered by this instrument stating that it will be willing to host your project, if you are awarded a grant. Each institution can issue a maximum of 3 letters of confirmation to applicants applying for this instrument. The institution's acceptance to host a project is given by signing the project budget in the application (see [Appendix C](#) and [section C.6](#)). It is up to the individual institution to decide which three candidates it wishes to give its consent to hosting.

If the hosting institution does not award PhD degrees independently, you must be enrolled at a Danish institution with an accredited PhD programme and be affiliated to such a PhD programme or equivalent scheme at that institution. Grants are awarded on the condition that you become enrolled in a PhD programme, and that a collaboration agreement is drawn up between applicant/the hosting institution and the degree-awarding institution, which must be approved by Council. Your principal PhD supervisor must be a recognised researcher employed at the degree-awarding institution at which you will be enrolled. Only the hosting institution can function as grant administrator – also when the PhD course will take place at a university or another accredited degree-awarding institution. Prior to submitting the application, the applicant must have facilitated a contact between the degree-awarding institution and the institution hosting the project.

The application must be submitted in Danish or English.

Project description

Your application for a PhD grant must be based on a concrete project proposal. The length of your project description must not exceed 5 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#). As a general rule, you cannot apply for funding to cover technical/administrative salaries, as you will be expected to carry out your PhD project on your own accord. If you find that hiring a technical/administrative assistant will be crucial for carrying out the project, you must provide arguments for this in your budget.

Application form and appendices

Your application must include the following appendices in PDF format:

- Project description (see [chapter 3.3](#)) + references/bibliography
- Applicant's CV and list of publications, (see [chapter 3.3](#))
- If relevant, CV and lists of publications for other central participants (see [chapter 3.3](#))
- Diploma and complete academic transcript, from your bachelor's programme as well as graduate studies
- Written assessment of your Master's thesis (if issued)
- Confirmation from principal PhD supervisor
- Budget, using the Council's mandatory budget template (see [Appendix C](#)) Undertakings from other sources than the group of applicants named in the application regarding actual contributions to the completion of the project must be included in the budget
- Documentation for the purchase of equipment in excess of DKK 500,000 (excl. overhead), preferably in the form of a quote
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFE Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)

Council-specific criteria

If you apply to FNU, you may enclose letters of recommendation. The deadline for submitting letters of recommendation for FNU's consideration is no later than 14 days after FNU's application deadline. The letters of recommendation must be sent to: fnu-recommendations@fi.dk.

Any supplementary appendices will not be considered by the Council.

Processing procedure

Your application will initially be processed by the DFF research council to which it is submitted. Each of the five research councils selects and submits a number of applications to a cross-council board, which in the course October 2014 will decide on which applications should be awarded a grant. The earliest possible starting date for projects awarded a grant will be 1 November 2014.

How your application will be processed is described in [chapter 5.1](#).

2.10 FKK-Research networks

Application deadline:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	Not offered	Not offered	Not offered	Not offered

Objective

The purpose of FKK-Research networks is to help strengthening research areas which are geographically and institutionally scattered, and which would benefit highly from the development of international relations. FKK also supports networks which could lead to larger projects or larger interdisciplinary groups of researchers working across institutions, including cultural research institutions and universities. FKK only supports research networks which have a wide range of participants.

Applicant requirements

The group of applicants must as a minimum consist of two researchers at associate professor/senior researcher level. One applicant must have been appointed as project leader and thus have the grant responsibility towards FKK. Funding is only offered to the establishment of new research networks.

The application

The application must account for the significance of the network in relation to research and research education, as well as for the network's future development. The maximum amount that can be awarded to research networks is DKK 700,000 (excl. overhead), and grants cannot be awarded for more than 2 years. You can, as a maximum, apply for two months of scientific/academic salaries in total.

The application must be submitted in Danish or English.

Project description

The length of your project description must not exceed 5 A4 pages excl. references. You must prepare the description in accordance with the guidelines in [chapter 3.3](#).

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

Applications for FKK-Research networks must be submitted via the e-application system at fivu.dk/fi/e-application, and must include the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CV and lists of publications for the main applicant and the other researcher in the group of applicants (see [chapter 3.3](#))
- Budget, using the Council's mandatory budget template (see [Appendix C](#))
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFE Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dfc-budget-confirmation>).

Other appendices than those listed above will not be considered.

Processing procedure

The processing of your application is described in [chapter 5.1](#).

2.11 FKK-Scientific conferences

Application deadline:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	Not offered	Not offered	Not offered	Not offered

Objective

FKK offers funding for holding scientific conferences in Denmark on research areas covered by the council. Priority will be given to conferences that contribute to the internationalisation of Danish research. FKK exclusively supports conferences with open calls for papers that are quality assessed, and conferences that are announced publicly. At least 50% of the papers given at the conference must be based on proposals that have been submitted in response to the call for papers.

Applicant requirements

You may apply for this instrument if you have obtained a PhD or achieved equivalent qualifications through your research.

The application

The application must account for the scientific objective and contents of the conference, how it will be announced and its preliminary programme, including the possibility of submitting proposals for papers. The application must be submitted in Danish or English.

Budget

A total budget must be enclosed, with an indication of the expected proceeds from any participants' fees, the support received from other sources as well as own financing. The council only wishes to cover expenses in relation to planning and carrying out the scientific activities of the conference. Thus, the council supports travel and living expenses for invited speakers, expenses in relation to preparing and holding the conference, including technical/administrative assistance and expenses for materials, as well as as well as reasonable subsistence expenses. The Council does not cover fees to introductory speakers, expenses towards scientific/academic salaries or expenses for social types of activities.

The maximum amount you can apply for is DKK 55,000 excl. overhead.

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

Applications for Scientific conferences must be submitted via the e-application system at fivu.dk/fi/e-application, and include the following appendices in PDF format, in the order shown here:

- Description of the purpose and contents of the conference, as well as of its form and the way it will be announced (minimum 2.5 pages or 8,000 keystrokes)
- Preliminary/final programme
- Description of the participants expected to attend the conference
- Applicant's CV and list of publications (see [chapter 3.3](#))
- CV not exceeding 1 page for each key speaker (see [chapter 3.3](#))
- A detailed budget, using the Council's mandatory budget template (see [Appendix C](#)), with a clear indication of which budget items are to be covered by FKK
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFF Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>)

Other appendices than those listed above will not be considered.

Processing procedure

The processing of your application is described in [chapter 5.1](#).

2.12 FKK-Journals

Application deadline:

FKK	FNU	FSE	FSS	FTP
1 November 2013, at 10:00 p.m.	Not offered	Not offered	Not offered	Not offered

Objective

In order to support the dissemination of humanistic research through scientific journals, printed as well as e-journals, FKK provides funding for established as well as new journals of a high scientific value, which strive for an international level of circulation. However, the Council does take into account that certain areas of humanistic research will primarily be geared towards a Danish readership. Grants for journals are awarded as a deficit guarantee.

Applicant requirements

As the main applicant, you must be the chief editor of the journal and have associate professor/senior researcher level qualifications as a minimum. The editorial board or committee must furthermore be comprised of active researchers from at least two different scientific institutions in Denmark.

The journal

In order to be eligible for support from FKK, the journal must use external peer reviews to assess the scientific quality of the articles. In order to be awarded funding for an established journal, the journal must have a reasonable circulation within the relevant field of science. For e-journals, this is determined through a concrete assessment of the extent and scientific weight of the journal. For printed journals, a minimum of 200 subscribers is required. Only journals that accompany all their articles with an abstract written in an international language (i.e. English, German, French or Spanish) will be considered. Furthermore, funding can only be offered to journals that do not offer author fees. FKK does not support popularised science journals.

Open access

E-journals must be free of charge and freely available on the internet. Printed journals must have a website where articles can be accessed in electronic form, without limitations and free of charge, no later than one year after the volume they appeared in was published. FKK may grant an exemption from this rule, if the application includes a concrete plan for when the journal will be able to fulfil this requirement. This must, however, be before the grant period ends. In addition to this, it is possible to apply for extraordinary funding for a transitional period to set up a digital platform. You may also apply for separate funding for retro-digitising old issues, preferably in collaboration with other journals. In the application, you must state a concrete plan for the construction of digital platforms and for retro-digitisation.

The application

Applications for the funding of journals should be for a period of 3 years at a time. If a grant is awarded, the earliest possible grant start will be the time of application. All applications for the funding of journals must account for their principles for using e-communication. The application must be submitted in Danish or English.

Applications for new journals must account for any similar journals that already exist, and explain how the new journal will differ from them. Furthermore, new journals must document the contents of the first two issues (published or planned).

You may apply for funding of one or more of the following budget items:

- Operating expenses in the form of a fixed amount.

- *For e-journals*, funding is awarded according to rates of DKK 30,000 and DKK 50,000 per year, respectively. The amount is determined based on an assessment of the size of the journal and its scientific weight. Newly established journals may be awarded a maximum of DKK 30,000 per year.
- *Journals which are published both in a printed and electronic format*. Funding is awarded based on rates of DKK 30,000, DKK 45,000 and DKK 65,000 per year. The size of the amount is determined on the basis of the number of pages in the journal and the documented number of readers.
 - - DKK 65,000 is usually only awarded to journals with a very considerable readership (over 1,500 documented readers or a high number of downloads) and more than 500 pages (of at least 2,500 type units) per year
 - - DKK 45,000 is usually only awarded to journals with a very considerable readership (over 500 documented readers or a high number of downloads) and more than 300 pages (of at least 2,500 type units) per year
 - DKK 30,000 may be awarded to journals with at least 200 documented subscribers
There are no requirements as to the number of pages
- Funding to set up a digital platform: You may apply for amounts of up to DKK 10,000.
- Grants for the digitisation of older issues: You may apply for amounts of up to DKK 25,000.

Application form and appendices

You must submit your application for FKK-Journals via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

When applying for new journals:

- Appendix 3 (template available at fivu.dk/fi/e-application or in section 16 of the e-application form – appendix templates)
- CVs for members of the editorial committee (max. 1 page per member) (see [chapter 3.3](#))
- An account of the scientific profile of the journal and explanation concerning the chosen form of publication (electronic/printed)
- Detailed plan for the contents of the first two issues
- A brief account of the journal's strategy concerning e-publishing, indicating the address (URL) for the journal's website
- A list of reviewers affiliated with the journal who have accepted to participate in the review process
- If the journal has an advisory committee, a list of its members must be enclosed.

Other appendices than those listed above will not be considered.

When applying for an extension of funding or funding for existing journals:

- Appendix 3 (template available at fivu.dk/fi/e-application or in section 16 of the e-application form - appendix templates)
- CVs for members of the editorial committee (max. 1 page per member) (see [chapter 3.3](#))
- Accounts for the last 3 years
- For printed journals: Documentation of the number of subscribers. For subscriptions that form part of a membership subscription, whether entirely or partly, the contribution from the association of which the subscribers are members must be stated in the application. The association's other financial circumstances are irrelevant to the Council.
- For e-journals: Documentation for number of downloads
- A brief statement on the journal's strategy in connection with e-publishing, including a statement of the address (URL) for the journal's website and the annual number of visitors to the website, for digitised journals

- List of the reviewers used for the review process in the past year, and lists of reviewers attached to the journal. If the journal has an advisory committee, a list of its members must be enclosed
- Documentation of extraordinary expenses in connection with digitisation, possibly in collaboration with other journals.

Processing procedure

The processing of your application is described in [chapter 5.1](#).

2.13 FSE-Research stays abroad

Application deadline:

FKK	FNU	FSE	FSS	FTP
Not offered	Not offered	See table below	Not offered	Not offered

Application deadlines	
Applications exceeding DKK 300,000 excl. overhead, where funding of scientific/academic salaries is included	29 October 2013, at 10:00 p.m.
Applications not exceeding DKK 300,000 excl. overhead, where funding of scientific/academic salaries is not included	May be submitted at any time

Objective

In order to promote the internationalisation of Danish research, FSE provides funding to support research stays at foreign institutions for a duration of 3 months or more.

Applicant requirements

The application must be submitted by the researcher going on the proposed research stay. You must have obtained a PhD or achieved equivalent qualifications through your research.

The application

The Council only provides funding for research stays of a duration of minimum 3 months, where the purpose is to carry out a research project at a foreign institution. You may apply for funding, when the objective of the research stay is to enter into a binding and specific research collaboration with foreign partners, or to gain access to archives, libraries, institutions, etc.

The Council recommends that researchers who apply for FSE-Research stays abroad – to the extent possible – establish an affiliation with a Danish institution, after which the Danish institution can administer the grant.

The application must be submitted in Danish or English.

Project description

The length of your project description must not exceed 5 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

The project description must state the academic reasons as to why the research project stands to benefit from a research stay at the institution in question, and give a description of the specific and binding research collaboration, access to archives and libraries or the data collection that will be facilitated by the stay.

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

You must submit your application for a FSE-Research stay abroad via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- Applicant's CV and list of publications (see [chapter 3.3](#))
- Documentation of binding and specific research collaboration with foreign partners, or documentation of access to the archives, libraries, institutions, etc. which are the objective of the stay
- Budget, using the Council's mandatory budget template (see [Appendix C](#)) When applying for scientific/academic salaries, you must state the salary amount, if any, already granted to you and any co-applicants for the project period, whether it is from the Danish Council for Independent Research or from other external sources of financing
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFE Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dff-budget-confirmation>).

Other appendices than those listed above will not be considered.

Processing procedure

The processing of your application is described in [chapter 5.1](#). Open-ended applications (with no specific deadline) will be processed by FSE's executive committee at its first coming meeting after receiving the application. FSE may award funding for research stays abroad which are commenced some time between the time of application and the time of the Council's grant meeting, but not for research stays which have been commenced prior to the time of application.

2.14 FSS-Clinical scientist positions (part-time appointments)

Application deadline:

FKK	FNU	FSE	FSS	FTP
Not offered	Not offered	Not offered	7 November 2013, at 10:00 p.m.	Not offered

Objective

FSS offers funding for clinician scientist positions (part-time appointments), in which up to 6 months of the year are dedicated to carrying out a research project, while the remaining time is spent in a clinical position remunerated by the employing institution. In relation to non-state owned institutions, it is a requirement that 50 % of the time spent on research is co-financed by the institution, and thus FSE will finance a maximum of 3 months' salaries per year.

Applicant requirements

Funding is primarily awarded to medical doctors, dentists and veterinarians who have obtained a PhD or equivalent qualifications through their research. At the time of application, applicants must be employed in a clinical position where there is no possibility of carrying out research as part of the employment. The research position and the clinical position need not be at the same institution. Please note that the Council prioritises applications where the applicant's clinical position involves patient treatment.

The application must be submitted by the person who wishes to be awarded the clinician scientist position.

The application

You may apply for funding for a period of at least 1 year and maximum 3 years. The total funding period cannot exceed 3 years. Please note that FSS stipulates that 50% of the time for research is co-financed by

non-governmental institutions. This means that for a clinician scientist position where research makes up 50% of the working hours, FSS will finance 25% of the total salary costs, corresponding to 3 months per year.

For state-owned institutions, which are not subject to the requirement of co-financing, it means that FSS finances 50% of the total salary costs, corresponding to 6 months per year. You must have secured funding in advance for your clinical position, whether from the employing institutions or other sources. Your salary will be based on applicable collective agreements. Salaries are equivalent to the salary for the clinical position, with the exception of special supplements for clinical functions (e.g. on-call supplement).

As applications may be submitted for external review, the project description, CV and list of publications must be written in English.

Project description

The length of your project description must not exceed 5 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#). Please note that FSS requires that non-state owned institutions participating in the project co-finance 50% of the direct project expenses in relation to the research time (see [Appendix C](#)).

Application form and appendices

You must submit your application for a FSS-Clinician scientist position via the e-application system at fivu.dk/fi/e-application, and enclose the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- CVs and lists of publications for applicant and any named scientific participants whose salaries are to be covered by the grant (see [chapter 3.3](#))
- Budget, using the Council's mandatory budget template (see [Appendix C](#))
- Statement of support from the institution where the applicant holds the research position
- Statement of support and confirmation of cover of expenses related to the clinical position
- Statement of support from participating non-state owned institutions, and confirmation that they will undertake to co-finance the position
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFF Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/df-budget-confirmation>).

Processing procedure

The processing of your application is described in [chapter 5.1](#).

2.15 FSS-Pregraduate scholarships

Application deadline:

FKK	FNU	FSE	FSS	FTP
Not offered	Not offered	Not offered	7 November 2013, at 10:00 p.m.	Not offered
Not offered	Not offered	Not offered	9 May 2014, at 10:00 p.m.	Not offered

Objective

In order to give qualified students the opportunity to undertake pregraduate research, FSS offers Pregraduate scholarships of a maximum duration of 1 year.

Applicant requirements

Applications for pregraduate scholarships must be submitted by the student's academic supervisor. As supervisor, you must have obtained a PhD or achieved equivalent qualifications through your research. FSS emphasises that you have experience as a supervisor and an individual profile as a researcher. Preference will be given to students who are enrolled as pregraduate research students at faculties of medical science. Funding is not offered to students enrolled in study programmes where the final thesis counts as 1 year of study.

The pregraduate scholarship holder cannot simultaneously be actively engaged in his or her normal course of studies. As for your enrolment status and possibilities of receiving Danish state education grant instalments (SU), please consult your university's study administration and the website of Danish State Educational Grant and Loan Scheme Agency, at: <http://fivu.dk/en/education-and-institutions/grants-and-loans>. FSS stipulates that the scientific work is a full-time undertaking for the prospective pregraduate scholarship holder, but will accept that he/she has other paid work, corresponding to 200 hours per year, concurrently with the pregraduate scholarship project. The Council may, in exceptional cases and on the basis of a concrete application, permit prospective pregraduate scholarship holders to undertake other paid work in excess of 200 hours per year.

The Council strives to distribute the scholarship awards among different research environments, so as to provide recruitment to a wide range of health sciences. Therefore, the Council will only fund one pregraduate scholarship per supervisor at a time.

The application

The intention is that a prescholarship project should count as an independent undertaking and not form part of a thesis. Research year students may be awarded a 1-year pregraduate scholarship. Students whose thesis counts as 1 semester may be awarded a pregraduate scholarship for a period of 6 months, so their total research period will be 1 year.

Please note that the budgetary framework for applications to this instrument is between DKK 50,000 – 150,000 (excl. overhead/administration expenses). Funding is not offered for more than 1 year. Budget-wise, a pregraduate scholarship counts as a contribution to the supervisor's research activities. Thus, the scholarship holder is not a scientific/academic employee, and should not be listed in the application form as a project participant.

In considering the application, the Council will focus on the qualifications of the candidate as well as the candidate's role and work tasks in connection with the project. The tasks must be part of an innovative research project and not merely constitute practical routine tasks in relation to a major project. In addition to this, FSS prioritises applications which include financing of operating expenses for pregraduate scholarships, over applications which merely seek financing of other operating expenses.

The application must be written in Danish or English.

Project description

The length of your project description must not exceed 5 A4 pages excl. references, and it must be drawn up in accordance with the guidelines in [chapter 3.3](#).

Budget

To read about the requirements for your budget, and for a description of what you may apply for, see [Appendix C](#).

Application form and appendices

Applications for FSS-Pregraduate scholarships must be submitted via the e-application system at fivu.dk/fi/e-application, including the following appendices in PDF format, in the order shown here:

- Project description (see [chapter 3.3](#)) + references/bibliography
- Account of the scholarship holder's role and work tasks in connection with the project
- Applicant's CV and list of publications (see [chapter 3.3](#))
- CV and a general academic transcript for the student (see [chapter 3.3](#))
- Budget, using the Council's mandatory budget template (see [Appendix C](#))
- The institution's confirmation of the budget and acknowledgement that it will host the project, using the template "DFE Budget Confirmation" (see [Appendix C](#) and <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application/dfc-budget-confirmation>)
- If the project activities are going to be carried out entirely or partly at a foreign institution, a written confirmation from the institution must be enclosed, indicating that the project can be carried out as planned.

Processing procedure

The processing of your application is described in [chapter 5.1](#).

3. WHEN AND HOW TO APPLY

3.1 Application deadlines

Applications must be submitted to the Danish Agency for Science, Technology and Innovation via the e-application system at fivu.dk/fi/e-application, before the deadline indicated in the table below and as listed for each instrument in [chapter 2](#):

Council	Autumn 2013	Spring 2014	Does the council accept urgent applications?
The Danish Council for Independent Research Natural Sciences (FNU)	28 October 2013, at 10:00 p.m.	30 April 2014, at 10:00 p.m.	Yes. For urgent applications it must be substantiated, with reference to the activities applied for, why the application cannot be submitted within one of the ordinary deadlines.
The Danish Council for Independent Research Social Sciences (FSE)	29 October 2013 at 10:00 p.m.	1 May 2014, at 10:00 p.m.	Yes. For urgent applications it must be substantiated, with reference to the activities applied for, why the application cannot be submitted within one of the ordinary deadlines.
The Danish Council for Independent Research Humanities (FKK)	1 November 2013, at 10:00 p.m.	5 May 2014, at 10:00 p.m.	No
The Danish Council for Independent Research Technology and Production Sciences (FTP)	4 November 2013, at 10:00 p.m.	7 May 2014, at 10:00 p.m.	No
The Danish Council for Independent Research Medical Sciences (FSS)	7 November 2013, at 10:00 p.m.	9 May 2014, at 10:00 p.m.	No

See [chapter 1.1](#), [chapter 4](#) and [Appendix B](#) for details concerning the implementation of a new web-based self-service system for applications to DFF.

The Autumn 2013 main application deadline applies to all instruments, except DFF-MOBILEX mobility grants and Research educations outside the universities (PhD), while the Spring 2014 deadline is only relevant for DFF-Individual postdoctoral grants, DFF-MOBILEX mobility grants, Research educations outside the universities (PhD) and FSS-Pregraduate scholarships.

Except for FNU and FSE, DFF's research councils do not accept applications for instruments with fixed application deadlines outside of those deadlines. For urgent applications it must be substantiated, with reference to the activities applied for, why the application cannot be submitted within one of the ordinary deadlines.

3.2 Requirements to be met before your application can be submitted for substantive consideration

In order for your application to be submitted for substantive consideration by one or more of the scientific research councils, you must as applicant fulfil the following formal requirements:

- The application must be received by the Council before the expiry of the application deadline
- The application must be for one of the instruments offered by the Council
- The application must be submitted using the e-application system (see fivu.dk/fi/e-application)

- The application must be written in the language specified for the relevant instrument in the Call (see [chapter 3.3](#))
- The application must include a project description (see [chapter 3.3](#))
- The application must as minimum include a CV and list of publications for the applicant (see [chapter 3.3](#))
- The application must include a budget, using the Council's mandatory budget template (see [Appendix C](#))
- The total amount applied for, as stated by you in the mandatory DFF-Budget form, must observe any upper and lower limits that apply to the instrument in question
- When applying for a DFF-MOBILEX mobility grant, you must document that you have obtained a PhD degree or acquired equivalent qualifications by the time of the expiry of the application deadline
- When applying for a DFF-MOBILEX mobility grant, it must be documented in your CV that you have not stayed for more than a total of 12 months in the country where the project will be carried out, within the last 3 years before the application deadline
- As applicant, you must fulfil the requirements concerning the age of your PhD degree in relation to Sapere Aude: DFF-Starting Grants (see [chapter 2.3](#)) and Sapere Aude: DFF-Advanced Grants (see [chapter 2.4](#))
- For applications for Research educations outside the universities (PhD), the hosting institution must be covered by the rules concerning subsidised research activities in the Danish Ministry of Finance's budget guidelines. Thus, the institution must be authorised to carry out subsidised research activities, see [chapter 2.9](#).

If your application fulfils the above formal requirements, it will be submitted for substantive consideration by DFF, on the basis of the submitted material. This means that after the application deadline and during the processing of the application, DFF will not request further information from you, irrespective of whether your application is incomplete in relation to the requirements listed under each instrument in this Call for Proposals. It also means that DFF does not accept any supplementary application materials after the application deadline, unless otherwise stated in the description of the instrument you are applying for. However, you must notify DFF in case circumstances that are significant to the practical feasibility of the project have changed or are no longer present.

If your application does not fulfil the formal requirements set out above, it will be rejected without prior substantive consideration, cf. Articles 4 & 5 of Executive Order no. 1620 of 15 December 2010 on the delegation of powers, the funding function, etc., of the Danish Council for Independent Research and the Danish Council for Strategic Research, available at <http://fivu.dk/en/legislation/prevaling-laws-and-regulations>. In such cases you will receive an administrative rejection.

3.3 General application requirements

The application must be submitted by the researcher who is in charge of the project and who will be responsible to the Council in connection with the project.

Language

You must submit your application, CV and list of publications in the language that is specified for the relevant instrument in [chapter 2](#). Other appendices may be enclosed in English or one of the Scandinavian languages, although the Council generally prefers materials in English. Appendices submitted in other languages cannot be expected to be included in the assessment of the application. If the material is to be submitted in English, you are advised to use the English application form. The popularised science description in section 9 of the application form ("Project description") must to the extent possible be written in Danish.

Project description

Your application must always include a project description. The length of the project description must not exceed the number of pages indicated for the specific instrument, excl. the brief list of references, whether it includes figures/tables or not. You must use Times New Roman, 12 point font size, 1.5 line spacing and with a right, left, top and bottom margin of at least 2 cm. In section 22 of the e-application form, you must confirm that your project description observes the permitted maximum length, before you can submit your application. The Council will disregard any portions of the project description that exceed the permitted maximum length.

The popularised scientific description of the project (section 9 of the e-application form, “Project description”) must be written with a view to publication, e.g. in the Danish media. Consequently, it must be written in a way that makes it possible for non-experts to understand what the project is about.

Your project description must always include and account for the following:

- A brief summary (max. 10 lines) in English, for use if the Council needs to contact potential external reviewers
- The purpose of the project, including problem statement and any hypotheses. The project description must account for the scientific and any societal perspectives and relevance of the project. In addition to this, it must include an assessment of the anticipated effect of the project findings in relation to future research and research education in the field.
- When applying for funding for research teams or similar collaborative projects, the applicant must account for his/her considerations in relation to the gender composition of the team or collaboration. Such considerations are required in relation to the application, although the Council does not look at the actual gender composition in connection with its assessment of the application. An account of the gender composition has been introduced as a requirement in order to strengthen the applicants' focus on contributing to equal opportunities among men and women in scientific research.
- The theoretical foundation of the project, its central concepts and the current knowledge/state of the art within the area. This must include an account of how your project relates to national and international research, its clear delimitations in relation to current activities in the area, and an argumentation as to your qualifications and previous achievements in the field. For applications to FSE, the project description must contain a brief introduction to the key theoretical angles, concepts and arguments, and an assessment of the applicability of the theory in relation to the problem. You must also give an account of how the theoretical concepts and connections are translated into empirical analyses and/or made the subject of theory development.
- If relevant to the application: A substantiation of the choice of method, including how theory and concepts will be used for the analysis.
- If relevant to the application: An account of the project's empirical material.
- A research plan, including an assessment of the feasibility of the project, a work plan and time schedule. It is important that the overall time schedule takes any recruitment of unnamed participants into consideration, as a project extension cannot normally be expected under the grant terms.
- The practical framework for the implementation of the project (e.g. experimental facilities, staff resources and access to software/databases).
- Considerations regarding the publication and dissemination of research results.
- If relevant to the application: The ethical aspects of the research, including considerations about clinical trials and the use of laboratory animals.

Please note that for each individual instrument, there may special requirements in relation to the contents of the project description, see [chapter 2](#). In such cases, your project description must fulfil both the general requirements listed above, and the specific requirements listed for the instrument in question.

When writing your project description, you must also bear in mind that all the members of the Council that you apply to will participate in the final assessment and prioritisation of the individual applications.

Details about the applicant and other participants

All applications must as a minimum include a CV (maximum 2 pages) and a brief list of publications for the main applicant. For other scientific/academic participants who are going to be salaried, as well as any other named scientific assistants who will play a central role in relation to the scientific activities, a CV (maximum 1 page) and a brief list of publications must be enclosed. The CVs and lists of publications for all participants should be enclosed in consecutive order.

CV

Your CV must not exceed 2 pages, and must include details about the following:

- Personal data: name, address, etc.
- Education (for academic degrees, list the date and year of obtaining the degree)
- Current and most recent positions held. In case of temporary employment, state the termination date of the employment contract
- Any periods of leave (e.g. maternity/parental, family care leave, military service, humanitarian aid work, etc.). For periods of leave, indicate the cause and state the beginning and end of the period (month and year)
- Other scientific qualifications
- Academic awards and honours
- Management experience, including experience with project management and heading research projects
- Scientific focus areas
- International relations
- Supervision of students (PhD students and postdocs)

CVs for other scientific/academic participants who are going to be salaried, as well as any other named scientific assistants who will play a central role in relation to the scientific activities must contain the same types of information as listed above, although in a briefer form/less detailed.

When assessing applicants' research productivity, the Council will take the applicants' individual careers into account. Thus, due consideration will for instance be given to any periods of leave of absence or employment in private research-driven enterprises. However, for instruments where specific requirements apply in relation to the age of the applicant's PhD degree, exceptions will only be made in cases of significant career-relevant circumstances – such as clinical stays or similar that can be considered a necessary step in a career path, but where the time for research has been very limited. Normal periods of leave of absence, however, will still be taken into account when calculating the age of applicants' PhD degrees. For applicants who have been on maternity or paternity leave after obtaining their PhD, the Council will allow for an extended period of time since the degree was obtained. The extended period is calculated by multiplying the actual number of leave months by factor 2. The exact period of the maternity/paternity leave, with start date and end date, must be stated in the applicant's CV.

If you list your *h*-factor in your CV or list of publications, you must briefly state how it is calculated.

DFF considers a high ranking in the international competitions of the European Research Council (ERC) to be important information in relation to the CV. The Council therefore encourages applicants who have qualified themselves for the second round in ERC's international competitions to state this in their CV.

List of publications

The list of publications must only include works that have been published or accepted for publication. You must mark the most important works/patents/contributions in your list with an asterisk (*), marking a maximum of 10 references.

The list of publications must be divided into the following categories, with works listed chronologically:

- Peer-reviews publications must be listed in the following order (indicate order of authorship, year of publication, title, place of publication, volume number as well as first and last page number, or article number and number of pages):
 1. articles
 2. monographs
 3. refereed proceedings
 4. book chapters
- Non-peer reviewed publications, such as monographs, book chapters, etc., as well as articles (list order of authorship, year of publication, title, place of publication, volume number and *first and last page number*, or article number and *number of pages*).
- Patent references for patents obtained or applied for, which are relevant to your research. The patent references should be included in the list of publications on equal terms with references for scientific articles.

Other scientific/academic participants who are going to be salaried, and any other named scientific assistants who will play a central role in relation to the scientific activities, must structure their lists of publications in the same manner.

Listing the relevant Fields of Science classification code(s) for the project applied for

In section 17 of the application form, you must list the relevant Fields of Science classification codes, with a maximum of 5 codes listed in order of priority, according to the scientific fields that are most relevant to your project. You must use the codes from "Level 2" or "Level 3" of the subdivision that is provided in the overview of classification codes <http://fivu.dk/forskning-og-innovation/tilskud-til-forskning-og-innovation/skemaer-til-ansogninger/filer/fagkoder-engelsk.pdf>. You can also find the overview in section 16 of the application form, under the link "Templates for appendices".

However, DFF may find that your application belongs to another field of science than the one you have indicated. The Fields of Science classification codes in the overview are European standard codes, and the division of disciplines (at Level 1) does not necessarily correspond to the way in which DFF has defined the delimitations between its five research councils (see [chapter 1](#)).

3.4 How to apply for more than one instrument within the same council

If you wish to apply for more than one instrument within the same deadline and at the same research council, you must fill in and submit a separate application form, including all mandatory appendices, for each instrument.

3.5 How to apply to more than one council at DFF

You may apply for funding of your project from several research councils, if you find that your project cannot be delimited to one council, cf. the description in [chapter 1](#) of the delimitations between the various research councils. If you find that, on scientific grounds, your application should be considered jointly by several research councils, you must do the following:

- Submit only one application, including all mandatory appendices. You must submit the application to the research council which you deem to be the central or main council for your application, based on the Call's description of the councils' different fields and delimitations.

- In the application form, you must answer “Yes” to the question: “*Have you applied for funding for the activities covered by this application from other sources?*” at the bottom of section 11. Indicate in the text field which other councils you wish to consider your application.
- For each research council you must state your reasons for applying to that particular council. Your written motivation must not exceed 50 words for each council. Note that the maximum number of keystrokes that you can type in the text field of section 11 is 1,000 (approx. 150 words). Please consult the descriptions of the scientific delimitations between the five research councils in [chapter 1](#).
- In your project description you must explain how, as project leader, you will ensure that the different scientific fields which the project involves will be incorporated.
- Please note that, in a few cases, the requirements with regard to appendices may vary from council to council. Therefore, carefully study the requirements concerning appendices, listed in the description of each instrument in [chapter 2](#). If you are in doubt about the terms, you may seek advice from the relevant contact persons in the Secretariat of the Danish Council for Independent Research (see [chapter 6](#)).

Whether your application will be processed by one or more research councils will be decided by DFF’s Matrix Committee (see [chapter 5.1](#) below).

4. WHO CAN APPLY FOR FUNDING?

4.1 Applicant's qualifications

Unless stated otherwise in the description of the instrument that you apply for, you must have obtained a PhD or achieved equivalent qualifications through your research in order to apply for support from the Danish Council for Independent Research. If there are further requirements in relation to your qualifications, this will be stated in the description of the specific instrument in [chapter 2](#).

The Council's aim is to promote and strengthen Danish research, understood in a broad sense. Therefore, there are no requirements as to applicants' citizenship, the location of research institutions or the specific venue for carrying out the research activities applied for. In all cases, a general assessment criterion will be the extent to which the project will benefit Danish research. The Council sees diversity as a resource, and encourages all candidates – regardless of their gender, faith, religion or ethnic origin – to apply.

4.2 Special requirements for private enterprises

Funding awarded by the research councils to private enterprises must be granted in accordance with the current EU rules for state support (for further information, see for instance [Statsstøtтеhåndbogen](#), published by the Danish Ministry of Business and Growth). Funding by the councils is normally granted to private enterprises as de minimis aid (cf. EU Commission Regulation (EC) No. 1998/2006 on the application of Articles 87 and 88 of the Treaty to de minimis aid). The maximum amount that an enterprise may be awarded in de minimis aid over a 3-year period is €200,000 in total. For private enterprises submitting an application, a de minimis aid declaration must be completed, signed and enclosed as an appendix.

You can read more about de minimis aid at the website of the Danish Ministry of Business and Growth. Here you can also see which sectors are not eligible for de minimis support under the EU Commission Regulation: <http://www.evm.dk/arbejdsomraader/erhverv-og-regulering/statsstoette/forenelig-statsstoette/de-minimis>.

If a grant exceeds the financial framework for de minimis aid, it may be handled according to EU Commission Regulation (EC) No. 800/2009 on the compatibility of certain categories of aid with the common market, in application of Articles 87 and 88 of the Treaty (General Block Exemption Regulation). In such cases, support from the councils will be granted as ad hoc aid to the individual project, in accordance with the framework for state aid for research and development in Section 7 of the General Block Exemption Regulation. The ad hoc aid will be awarded within the thresholds laid out in Article 6, subsection 6 (e):

- Projects which primarily concern fundamental research: max. EUR 20 million per enterprise per project
- Projects which primarily concern industrial research: max. EUR 10 million per enterprise per project
- Other projects: max. EUR 7.5 million per enterprise per project

Read more at <http://www.evm.dk/arbejdsomraader/erhverv-og-regulering/statsstoette/forenelig-statsstoette/gruppefritagelsesordningen>.

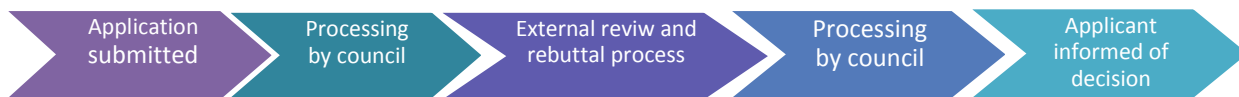
5. HOW IS THE APPLICATION PROCESSED AND ASSESSED?

5.1 Processing procedures of the Danish Council for Independent Research

Shortly after submitting your application, you will receive an e-mail confirming that the Danish Agency for Science, Technology and Innovation has received your application.

Your application will be processed as follows:

Sapere Aude: DFF-Starting Grants:



Sapere Aude: DFF-Advanced Grants and DFF-MOBILEX mobility grants:



Other grant applications:



Any council members who are deemed to be disqualified in relation to a particular application will not participate in the review of that application.

When and how will you be notified of the Council's decision?

The scheduled processing times for the individual instruments in each research council are listed in the table in [chapter 2](#).

The Danish Council for Independent Research publishes a list of those applicants who have been awarded a grant, approximately 1 week after reaching its decision. Details about applicants who have not been awarded funding will only be made public to the extent that right of access is applied for under the Danish Access to Public Administration Files Act, e.g. in the form of lists of applicants and what they have applied for (i.e. names of applicants and project titles). As applicant you should therefore ensure that the title of your application does not contain information about research activities that should not be disclosed to the public.

As applicant you will also be notified of the Council's decision 1-2 months after the decision has been made, in the form of an e-mail containing a grant letter or a rejection notice. Rejection notices will contain a brief elaboration of the Council's decision.

The Danish Agency for Science, Technology and Innovation plans to implement a new, web-based self-service system for applications to DFF. Once implemented, all communication concerning applications will take place via that platform, expectedly in the course of 2014. Reviews of your application will be forwarded to you through the platform, just as any statements issued by you in response to such reviews must be submitted here. Eventually, you will also be notified of the Council's decision concerning your

application via the platform. In relation to the Autumn 2013 application deadline, applicants who have submitted their applications before the deadline will subsequently receive further information about these changes. In relation to the Spring 2014 application deadline, DFF expects to issue a new set of guidelines in due course, at fivu.dk/en/dff.

Processing of cross-council applications: the Matrix Committee

Cross-council applications are processed in collaboration between the research councils, and are coordinated by a cross-council committee appointed by DFF's Board of Directors. The committee is called DFF's Matrix Committee for Cross-Council Applications, and comprises the chair persons from each of the five scientific research councils, with the possible addition of select council members with relevant scientific expertise. The additional members are brought in on an ad-hoc basis, to ensure that the committee is qualified to review the submitted applications.

The research council listed as the main council in an application will function as the coordinating council in the subsequent process. The coordinating council is responsible for coordinating and processing the individual application.

The Matrix Committee may make the following changes in relation to the applicant's wishes: (a) appointing another council as main council, or (b) referring the application for processing in other councils than the one(s) specified in the application, e.g. because the relations of the research project/activities to the specified council(s) are deemed to be peripheral. If the Matrix Committee finds that your application belongs, entirely or partly, to another council, it will automatically be referred to the relevant council for assessment. If you do not wish such automatic referral of your application to other research councils, you need to specify this in section 15 ("Supplementary information") of the application form.

For applications that need to be assessed by more councils than the main council specified in the application, the extent of such multi-disciplinary processing will be determined as (i) consulting the other councils, (ii) parallel processing by two councils, (iii) parallel processing by more than two councils or (iv) cross-council processing.

For applications that have been assessed by the main council and only been referred to another council for consultation, the final processing lies with the main council. For applications that have been assessed by the main council as well as several other councils, the final processing lies with the coordinating council. It is the coordinating council which, on behalf of all the involved councils, awards a grant or rejects the application. If the application is processed in parallel by two councils, both councils will forward rejection notes or grant letters.

External review at DFF

At DFF, the following types of applications will to the extent possible be submitted for external international review:

- Applications for the instrument DFF-MOBILEX mobility grants (see [chapter 2.2](#)).
- Applications for Sapere Aude: DFF-Starting Grants which, after the initial evaluation within the council, has been qualified for the second round (see [chapter 2.4](#))
- Applications for Sapere Aude: DFF-Advanced grants (see [chapter 2.5](#)).

Moreover, in connection with this Call for Proposals, the following types of applications will be submitted for external review:

FKK: All applications for DFF-Research Project 2 will, to the extent possible, be submitted for review by an external panel. However, projects within smaller research areas and highly interdisciplinary applications will primarily be submitted for individual external review.

FNU: All applications for DFF-Research Project 2 will, to the extent possible, be submitted for review by an external panel.

FSE: Applications for DFF-Research Project 1, DFF-Research Project 2 and DFF-Research Project 3 will, to the extent possible, be submitted for review by an external panel. Applications for DFF-Research Project 3 will, to the extent possible, be submitted for individual external review.

FSS: Applications for DFF-Research Project 1 and DFF-Research Project 2 within the areas of immunology/infection as well as clinical science/organ physiology (including surgery, cardio, vascular, renal and pulmonary) will, to the extent possible, be submitted for review by an external panel.

FTP: All applications for DFF-Research Project 3 will, to the extent possible, be submitted for individual external review.

In addition to this, DFF always uses external review in connection with applications where:

- a council member is applicant or a scientific participant in an application whose budget exceeds DKK 1 million, excl. overhead.
- council members for other reasons are deemed disqualified, or the council for other reasons does not possess the necessary scientific expertise to consider the application.

Applications that are subject to external review will either be submitted to an international review panel or to an individual external reviewer. If your application has been submitted for external review, you will always receive a copy of the review, to enable you to comment (hearing procedure). The Council uses external reviews as an extension of its basis for assessment, and their function is solely recommendatory. The final decisions are always made based on the Council's own assessment of the individual applications and of the overall field of applicants.

The Council may choose not to submit such applications for international external review, if it proves impossible to find qualified reviewers within the given timeframe for finalising the assessment process.

You may state in your application if there is a researcher that you do not want involved in the external review of your application. If you choose to do so, you must state your reasons for this. The information must be submitted in section 15 of the e-application form and if relevant further explained in a separate appendix. The Council is not under any obligation to consider your stated preferences concerning reviewers.

Guidelines for the use of external reviewers

DFF strives to find external reviewers who are accomplished researchers with a wide range of scientific competencies and who have previous experience as external reviewers. Reviewers are selected based on an overall assessment of the suitable candidates, their availability within the time limits that apply, and whether the review is going to be carried out individually or in a review panel.

When DFF approaches a researcher to enquire if he/she would serve as an external reviewer, the Council's incompetency rules are always specified to the person. Reviewers are also informed that the application material is confidential, and that the reviewer's assessment and identity will be disclosed to the applicant, who will be given the opportunity to comment on any factual errors and misunderstandings in the review. This is done to ensure that the external review process is carried out in accordance with the rules for administration which apply to DFF's work.

5.2 The Council's assessment and assessment criteria

In all cases, DFF will consider the extent to which the project you apply for will benefit Danish research.

In its assessment of applications, DFF emphasises that the relevant questions for the project/activity are addressed to the widest possible extent. Therefore DFF will include the following criteria in its assessment. The individual research councils will always make an overall assessment of each application, where different criteria can be met to a greater or lesser extent. Thus, not all criteria will be relevant to all applications. Due to the level of competition between the applications, fulfilling all criteria does not automatically mean that a grant will be awarded. DFF will apply the following assessment criteria in relation to the instruments in this Call:

Fulfilment of the instrument's objective:

- Is objective of the instrument, as described in chapter 2, sufficiently met?

Scientific quality:

- Does the project description demonstrate that the project has a potential for scientific progress, innovation and originality (theoretically, methodologically and empirically)?
- Does the project represent innovative research rather than just being an expansion of current research?
- Does the project description make it clear that the project contributes to the internationalisation of Danish research?
- Does the project description contain:
 - a clear and well-defined problem statement and objective?
 - a description of the state of the art and/or the scientific challenges within the project's research area, as well as of the project's potential contributions in this regard?
 - consistent and appropriate hypotheses?
 - a description of the theoretical and/or methodological basis, including an argumentation that the proposed activities are relevant in relation to this theoretical/methodological basis?
- If relevant to the project: Does the project description provide argumentation for the connection between the project's hypothesis, theory and method?
- If relevant to the project: Is there an adequate description of the project's empirical material or data foundation?
- If relevant: Is there an adequate level of synergy between the individual elements of the project?

Applicants' qualifications:

- As applicant, have you documented:
 - the scientific qualifications necessary for carrying out the project?
 - a level of scientific production within the field that is necessary for carrying out the project?
 - sufficient research management qualifications for carrying out the project?
- Have the other key participants in the project documented the necessary scientific qualifications for carrying out the project?
- Does the project involve the participation of relevant researchers from Denmark and abroad, and if relevant, is there an adequate level of collaboration with business partners?
- Is there a strategy for the organisation and management of the project, including an account of the distribution of work between the involved researchers?
- Are any PhD and postdoc scholarships well integrated, and do they fulfil a clear function in the project?

Feasibility:

- Have sufficient resources been allocated to the project, including scientific resources, staffing and access to the necessary facilities and equipment?

- Is there a realistic work schedule and timetable which considers e.g. the recruitment of any unnamed participants and the dissemination of the project's findings?
- Does the project description account for project milestones and success criteria, and are they realistic?
- Are the project's expenses commensurate with the anticipated scientific results?
- Are the proposed activities commensurate with the proposed budget? In this connection, is there a proper coherence between what is to be financed by the grant, when the funds will be used and the tasks and persons to be financed by the grant?
- If relevant, are any ethical aspects adequately examined?

Publication and dissemination of results:

- Does the application provide an adequate account of the overall considerations with regard to the publication/dissemination/patenting of research results?
- If relevant: Does the application account for the probability of and plans for obtaining patents in connection with the proposed project?

Other:

- Will the activities benefit Danish research?
- Does the project/activity include research education to a relevant extent?
- Does the project/activity contribute to improving the mobility of researchers, nationally/internationally and – if relevant – between research institutions and the business community?

Council-specific criteria

In addition to the general assessment criteria, which are common to all 5 research councils within DFF, there are specific assessment criteria that only apply to individuals councils/instruments. Please be referred to section 2 in the Call.

6. ADDRESS AND SECRETARIAT OF THE DANISH COUNCIL FOR INDEPENDENT RESEARCH

6.1 Address and contact information

The Danish Council for Independent Research
Division for Science
The Danish Agency for Science, Technology and Innovation
Bredgade 40
DK-1260 Copenhagen K
Tel.: (+45) 7231 8200
E-mail: DFE-opslag@fi.dk
Website: www.fivu.dk/dff

You can find relevant information at the website fivu.dk/en/dff/calls.

You are welcome to call or e-mail the secretariat of the Danish Council for Independent Research, if you need further advice concerning the formalities in relation to this Call and the application procedure. You can reach the secretariat at tel. no. **(+45) 7231 8200** or send an e-mail to: DFE-opslag@fi.dk.

6.2 Support for the e-application system

If you have any questions about the e-application system or technical queries regarding how you submit your application, you can contact the e-application system helpdesk at support.e-ansogning@fi.dk. You can also read more about the e-application procedure in [Appendix B](#).

The e-application system helpdesk also offers telephone support, but only on days with application deadlines for the individual councils ([see the deadlines listed in chapter 2](#)). You can call the helpdesk at tel. no. (+45) 3392 9190 until 10:00 p.m.

In addition to this you may find the information you need at fivu.dk/fi/e-application/technical-faq.

APPENDIX A: TERMS AND CONDITIONS

Please read the information below before using the e-application system.

Storing of data:

When you use the e-application system, the system will automatically save certain data. When you set yourself up as a user, the system registers your identity, IP address and the time when you set up or edit the page. Data is stored in the system for up to 5 years.

Applicant's responsibility

It is the responsibility of the applicant to ensure that the correct application form has been used, and that it has been filled in correctly. The applicant is also responsible for ensuring that the information in the application is correct, that the required appendices are attached, that the contents of the appendices are correct, and that the application has been submitted to the Danish Agency for Science, Technology and Innovation before the deadline stated in the Call for Proposals.

The Call lists the specific types of formal shortcomings that will result in an administrative rejection of applications prior to any assessment by the Council. Thus, it is important that you fulfil all the formal requirements listed in the Call, so that your application can be submitted for a substantive consideration by the Council.

Technical disclaimer

The Danish Agency for Science, Technology and Innovation has an obligation to inform of any errors that make the e-application system inaccessible, affecting the applicant's possibility of submitting applications within a given deadline. Such malfunctions will be announced on the website of the Danish Agency for Science, Technology and Innovation, <http://fivu.dk>. In particularly serious cases, the Danish Agency for Science, Technology and Innovation may extend the application deadline for all relevant applicants. This will also be announced on the website. The Danish Agency for Science, Technology and Innovation is not liable for incorrect information caused by software errors, calculation errors, transmission errors and similar errors. Nor will it be liable for any claims for damages due to incorrect use of the e-application system.

Please note that if you work on the same application using several different computers/browsers, entered data will be overwritten in relation to which computer you use for your latest "save" command. Therefore, the Danish Agency for Science, Technology and Innovation disclaims any responsibility in relation to applications which are incomplete as a result of this.

The Danish Access to Public Administration Files Act

The Danish Access to Public Administrative Files Act (Act No. 572 of 19 December 1985, with subsequent amendments) gives you certain rights, just as it secures Danish citizens various rights in relation to public authorities' duty of disclosure in connection with case processing. Thus, the material you submit to the Danish Agency for Science, Technology and Innovation is as a whole covered by the regulations of the Danish Access to Public Administrative Files Act, e.g. in relation to the right of access to records.

Data Protection Act

Under the Danish Data Protection Act (Act no. 429 of 31 May 2000), you have certain rights when data relating to you is handled electronically. You should therefore note that, upon request, you have right of

access to and, if relevant, the right to amend personal information, when such information is handled electronically.

It is not possible to make corrections to the contents of your application after you have submitted it, other than corrections in relation to personal information.

Requesting of other information by the authorities

The Danish Council for Independent Research reserves the right – to the extent it is necessary for processing the application you have submitted – to obtain information on any previous and other current applications that you have submitted to the research councils under the Danish Council for Independent Research, the programme committees under the Danish Council for Strategic Research, the Danish Council for Technology and Innovation and/or the Danish Agency for Science, Technology and Innovation, and to use such information in its handling of your application.

If applications for funding have been or will be submitted elsewhere, the Research Council/programme committee/selection committee reserves the right to request information on whether such amounts have been granted to the project.

Publication

In the event that you are awarded funding, in full or in part, your name and any project participants' names, as well as details about the venue, title and duration of the project, key figures for the grant and the size of the grant will be published in the Danish research database (www.forskningsdatabasen.dk) and on the website of the Danish Agency for Science, Technology and Innovation (www.fivu.dk). Furthermore, the popular science description of the project may be published on the same sites.

The Danish Data Archive

If you are awarded a grant and your project involves the gathering or purchase of quantitative or qualitative data within the research areas of social science, medical science or history, your collected material, with the proper documentation, must be handed over to the Danish Data Archive. The Danish Data Archive collects, stores and makes research data accessible for other users. You can read more about the Danish Data Archive at the website of the Danish State Archives: <http://www.sa.dk>.

Open Access

In June 2012, the Danish Council for Independent Research, the Danish National Research Foundation, the Danish Council for Strategic Research, the Danish National Advanced Technology Foundation and the Danish Council for Technology and Innovation adopted a joint Open Access policy. The purpose of this policy is to promote Open Access as a standard within scientific publication. The objective is that all scientific articles which have been quality-assured through peer review and accepted by a scientific journal will be distributed and made accessible without any financial, technical or legal restrictions.

It follows from the policy that published scientific articles which are based on research that has been fully or partially financed by research councils and foundations shall be made freely accessible for all users via Open Access, if the journal agrees to it.

Grant holders are required – provided the publishing journal permits it – to publish a parallel, digital version of any final peer reviewed scientific article that has been accepted by a scientific journal. Parallel publication of articles which are the result of full or partial financing from research councils or foundations must occur in an institutional or subject-based repository, i.e. a digital archive.

Click [here](#) to read more about Open Access at the website of the Danish Ministry of Science, Innovation and Higher Education.

APPENDIX B: GUIDE TO USING THE E-APPLICATION

The Danish Agency for Science, Technology and Innovation plans to implement a new, web-based self-service system for applications to DFF. Once implemented, all communication concerning applications will take place via a designated platform, expectedly in the course of 2014. Reviews of your application will be forwarded to you through the platform, just as any statements issued by you in response to such reviews must be submitted here. Eventually, you will also be notified of the Council's decision concerning your application via the platform. In relation to the Spring 2014 application deadline, DFF expects to issue a new set of instructions in due course, at fivu.dk/en/dff.

However, the following instructions apply to all applications submitted for the main application deadline in Autumn 2013.

How to start using the e-application system

The e-application system can be accessed via the Danish website fivu.dk/e-ansoegning as well as the English website fivu.dk/e-application. The first time you use the e-application system, you must register as user by clicking the link "Register as user" at the top of the page. Shortly after registering as user, you will receive an e-mail with your password. You will need the password to log on to the system. Please note that once your application has been submitted, the Council's confirmation of receipt will be sent to the e-mail address that you use as your user name. If you have used the system before to submit an application, you must use the user name and password with which you are already registered. If you have forgotten your password, you can order a new one at the system's log-on page.

In order to start working on a new application, choose the link "E-application form" at the bottom of the page, and then click "Set up application" for the relevant Call. Once you have started working on an application form, you need to choose the link "Edit your application" at the top of the page, whenever you log on to continue working on it.

Please note that if you work on the same application using several different computers/browsers, entered data will be overwritten in relation to which computer you use for your latest "save" command. Therefore, the Danish Agency for Science, Technology and Innovation disclaims any responsibility in relation to applications which are incomplete as a result of this.

General information about the e-application form

In the e-application form you must enter information about you and your application. In addition, the relevant appendices required for your application must be attached to the e-application form. The form can be viewed both in Danish and English (change language by clicking the button at the top of the form). Whether you use the Danish or the English version has no bearing on the final, submitted application, and you can change between viewing the form in Danish and English continuously, while working on your application. The text you enter into the form must be in English (except in the field "Popularised science description", which must always, to the extent possible, be written in Danish). All fields marked with an asterisk (*) must be filled in. Otherwise the e-application form cannot be submitted. If, for some reason, it is not possible to provide the required information, you can just enter some random text or characters in the required fields.

Start by entering the title of your application in section 1 of the e-application form, and then press "save the entire form". By doing so, the application is stored in "My applications", which can be accessed via the link "Edit your application". At any time in the process you can save your data and log out of the

system, and then continue your work at a later stage. It is important that you save at regular intervals while working on the application, to prevent losing any data. The "Save the entire form"-button can be found several places in the form. When pressing that, you save the ENTIRE form and not just the actual section you are working on. You can work on several applications simultaneously, and you can delete applications that you wish to discard, in the library "My applications". However, applications that have already been submitted cannot be deleted.

The sections in the e-application form are not numbered consecutively. This is not a mistake, but due to the fact that the same master template is used as a basis for all applications to the different Calls for Proposals of the Danish Agency for Science, Technology and Innovation. Not all sections are relevant to all Calls for Proposals, and sections will automatically be removed from the application form if they are not relevant. The application form allows for a maximum number of keystrokes to be entered into each field. If this limit is exceeded and you try to save or submit, the relevant text field will be highlighted in red, accompanied by a message that the text is too long and has been curtailed. It is your responsibility to adjust the text, until the field is no longer marked in red. You should especially be aware of this, if you copy-paste text into the form from another document.

Filling in the e-application form: The e-application form contains help texts that explain the contents of the various fields. You are advised to follow the instructions carefully. The form contains the following sections:

Section 1 - The application: The title of your application must be in English and may not include special characters, such as @, \$, [and %. You must select *one* instrument. Note that your choice of instrument will not be registered before you press the button "Add".

Section 2 - Applicant: Here you enter details about the applicant.

Section 3 – Applicant’s place of employment or hosting institution/enterprise during the project period: In this section you enter information about the applicant’s place of employment or the institution/enterprise with which the applicant is going to be affiliated in connection with the application.

Section 6 - Duration: Here you must state the duration of the activity for which you seek funding. Please note that a maximum duration is specified for the individual instruments in DFF’s Call for Proposals. If you apply to FNU or FSE for funding, you can use this section to indicate if it is an urgent application, stating the reasons.

Section 7 - Finances: Here you must state the amount applied for, which must correspond to the total amounts applied for at DFF, including overhead, as listed in rows XX in DFF’s budget template. The amount must be listed in Danish kroner (DKK) and as integers. You must also indicate whether there is any co-financing as well as financing from other sources.

Section 8 – Researcher training: In this section the total number of PhDs and postdocs participating must be listed, along with their anticipated total number of working hours and their salary expenses, including financial educational contributions (*taxameterbidrag*) but excluding overhead.

Section 9 – Project description: Under "5 scientific keywords" list up to 5 keywords that summarise as best as possible the research activity for which funding is applied. The popularised scientific description must be written in Danish, and it will typically be published as part of DFF’s listings of awarded grants.

Section 10 - Participants: Here you must enter details about any other participants in the project than yourself. For unnamed PhDs or postdocs, you must write "NN" instead of names.

Section 11 – Other applications and grants: You must state whether your application is a re-submission, and if, within the last three years, you have received support - from DFF or other sources - for the activities in your application.

Section 15 – Other information: The field "Supplementary information" may be used to enter additional relevant information about any matters pertaining to the application. If the application has simultaneously been submitted to other councils/foundations, you need to state that here. You should NOT provide any names in the field "Suggestions for external reviewers (peer review)", but instead enter "xx" for each of them. The reason for this is that fields marked with an asterix (*) must be filled in, in order to be able to submit the e-application form.

Section 16 - Appendices: Please follow the instructions in the e-application form on how to attach appendices. Note that the link "Templates for appendices" in the application form gives access to various different templates, including templates that may not be relevant to your application. Please study the specific requirements concerning appendices for the instrument that you apply for.

All appendices must be provided in PDF format, and must not be password protected or in any other way locked. PDF files should be generated directly on the computer, and not by scanning hard copies of the appendices. However, documents with signatures, stamps, etc. may be scanned. The appendices to your application may not exceed a total of 25Mb. The sequence of the appendices must be as stated in the description of each instrument in the Call. You can attach appendices continuously as you get them ready, and their sequence can subsequently be altered. You can also remove previously uploaded appendices and replace them with new files. By clicking on "Update list of appendices" in the e-application form, you will get an overview of the appendices you have currently uploaded.

Section 17 - Statistics: The information in this section is solely for statistical use, and will not be included in the assessment. However, the details will be visible when the application is being processed.

View your full application in PDF

After an application has been submitted, the system will automatically generate a PDF-file containing all the submitted materials, including appendices. You will receive an email once the PDF has been generated (this may take up to 24 hours). You can open and download the PDF-file of your full application by clicking the PDF icon shown alongside your application in "My applications". If you use the internet browser Mozilla Firefox, you will only be able to print the first page of your application. In order to print the full application form you are advised to use another browser (such as Internet Explorer, Google Chrome, Safari or Opera).

Corrections

Once your application has been submitted, you can no longer edit it or add or delete appendices. If, before the application deadline, you discover that something is missing in an application already submitted, you must re-submit the full application with the missing information and with the same title as the original application. In order to make the processing smoother you may at the same time inform the Council's secretariat (see chapter 6.1) that you have submitted a new application in replacement of the original one. If the application deadline is expired, you can no longer submit a new, updated application. The Council's decision will be made on the basis of the application already submitted. Please note that if the Council receives several applications with the same title from the same applicant, the Council will process the latest submitted application.

Technical assistance

It is possible to get support over the phone from the e-application system helpdesk (see [chapter 6.1](#)).

APPENDIX C: HOW TO MAKE A BUDGET

For your application to be considered by the Danish Council for Independent Research (DFF), you must enclose a budget for the entire project period which describes the activities to be funded. This applies both to the funding of activities at your own institution and to any funding that will go towards other participants (your co-applicants).

As applicant, you must both provide your budget information in the e-application form (section 7), and fill in DFF's budget template "DFF Budget". The total sum applied for and stated in section 7 of the application form must be identical with the total sum listed in the "DFF Budget". Cell C44 of the budget template calculates the total amount applied for at DFF, and this is the amount you should use when filling in section 7 of the e-application form.

C.1 Entering budget information in the application form

The budget information that you provide in the application form must tally completely with the information entered in your "DFF Budget".

Section 7 of the application form ("Finances") thus contains the exact same budget items as the total detailed budget: Scientific/academic salaries, technical/administrative salaries, equipment expenses, operating expenses and overhead/administration expenses.

In the first 6 fields of the section – under the heading "Amount applied for" – you must state the total amount you apply for from DFF (remember to include overhead/administration expenses).

Field 8 concerns "Possible self-financing", and here you must state the total sum of any *co-financing*, i.e. contributions from your own institution/enterprise and other participants' institutions/enterprises.

Fields 9-14 concern "External financing", and here you must indicate the sum of *support received from other sources*. External financing is understood as any financial support to the project which does not stem from DFF, the applicant's own institution/enterprise or other participants' institutions/enterprises.

In section 10, "Participants", state the number of months that you and any other participants intend to invest in the project. The figure should be calculated on the basis of the workload of one full-time employee. For instance, the workload of one person working half-time on the project for one calendar year will be 6 months. Click on the button "Add scientific/academic staff" to list more scientific/academic participants. To delete or change the order of participants, click the blue square at the top left, next to the participant you wish to delete/move. The same procedure applies to the listing of technical/administrative staff participants. Both participants to be funded by DFF, and participants who are not going to be funded by the Council, must be listed in section 10. In section 10 you must state whether salary funding is being applied for or not, for each scientific/academic and technical/administrative participant listed. Unnamed scientific/academic participants should be listed as "NN". The total salary costs stated at the bottom of section 10 must be listed excl. overhead/administration expenses. The same applies to the field "Share of this amount which is to be covered by the grant applied for".

If you apply for funding to cover project expenses from other sources than DFF, click "Yes" at the bottom of Section 11, next to the question: "Have you applied for funding for the activities covered by

this application from other sources?”. Fill in the text box, indicating what other sources you have applied to, the amounts you have applied for and for which budget items you have applied for such funding.

C.2 Completing the budget

You must fill in the mandatory budget template “DFF Budget”. On the overall level, it must include all expenses and reflect the anticipated distribution of funds among the participants as well as the anticipated annual expenditure within the project period. When preparing your budget, you are advised to seek assistance from the institution that is going to administer the grant. You can access the mandatory template at: <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>. You can also access the template via the application form, by clicking on “Templates for appendices” in Section 16. Then choose (by clicking on the folder) English => The Danish Council for Independent Research – DFF => DFF Budget. The budget template is compatible with all Excel versions, and is only available in an English version.

In order to generate the budget, you are initially asked if there are more than 5 participants in the project (i.e. more participants than yourself and four other institutions/enterprises/organisations), and if you need more than 27 rows for budget elaborations. Once you have entered the required information, the budget form is generated.

Then fill in the budget, entering the relevant information. The budget is divided into 6 main blocks: A) Total expenditure budget, B) DFF grant applied for, C) Co-financing, D) Funding from other sources, and two explanatory sections: “i) Description of expenses (please list only items to be funded by DFF)” and “ii) Co-financed expenses (please list only co-financed items or items financed from other sources)”.

The first part of the template (summary) contains the overall budget and predominantly consists of spreadsheet cells that summarise the numbers that have been entered further down in the template. You should start by filling in “Project title”, ”Name of main applicant” and ”Main applicant's institution/company/organisation” in rows 3, 4 and 5.

It is recommended that you start by filling in the amounts that you are applying DFF for, in the block “B) DFF Grant”. This block consists of either 5 or 10 fields – depending on whether you have selected max. 5 or 10 participants – entitled “B1” to “B5”/”B10”. You must fill in one block for each institution/company/organisation participating in the project, indicating the respective amounts applied for. The expenses applied for must be divided into 4 overall budget items: Scientific/academic salaries, technical/administrative salaries, equipment expenses and operating expenses (see section C.4). The budget items must be broken down by calendar year, i.e. 1 January – 31 December, and not by project year. For each B block that you fill in, remember to enter the name of the relevant institution/company/organisation in the appropriate cell, and to state the corresponding overhead rate (see section C.5) for the institution/company/organisation in question.

In the explanatory section “i) Description of expenses (please list only items to be funded by DFF)” you must, in the first column, state which institution/enterprise/organisation is going to record the expense in question. In the second column you must enter the total amount of the expense, excl. overhead/administration costs (e.g. total salary for a 24-month postdoc-salary or the price for the purchase of software/laboratory equipment). Finally, in the third column you must explain what specific expenses each of the 4 overall budget items consists of (e.g. which 3 scientific participants make up the “scientific/academic salaries”), in the budget for which you apply for funding at DFF. In relation to each item, you must meticulously explain/argue for the extent and relevance. It is especially important that you carefully state and explain the number of months and salary levels for scientific/academic as well as technical/administrative employees. Also note that it is your own responsibility to check that all the relevant information is readable in the PDF version of the template.

C.3 Co-financing and support from other sources

DFF may stipulate that Danish state institutions participating in the application co-finance the project with a total of up to 10% of the amount that is applied for from the Council. In addition to this, the Council may require co-financing from other types of institutions, to the extent that the Council deems appropriate.

For 2013, DFF has decided not to make co-financing a requirement, except in relation to the instrument FSS-Clinician scientist positions, see chapter 2.14 of the Call.

Any co-financing must be accounted for in block “C) Co-financing”, which consists of either 5 or 10 fields, entitled “C1” to “C5”/“C10”. You must complete one block for each institution/company/organisation participating in the project, indicating the respective amounts of co-financing. Such contributions must be divided into 4 overall budget items: Scientific/academic salaries, technical/administrative salaries, equipment expenses and operating expenses (see section C.4). The budget items must be broken down by calendar year, i.e. 1 January to 31 December, and not by project year. For each C block that you fill in, remember to enter the name of the relevant institution/company/organisation in the appropriate cell, and to insert the corresponding overhead rate (see section C.5) for the institution/company/organisation in question. Information on co-financing can also be entered, even if it stems from a participant who is not supported by the grant but is actively participating in the proposed project.

Funding from other sources, i.e. contributions from institutions/companies/organisations that merely fund the project without participating actively in the project activities, must be listed in block “D) Funding from other sources”, in the fields entitled “D1” to “D5/D10”. For each D block that you fill in, remember to provide the name of the relevant institution/company/organisation in the appropriate cell. However, you do not need to indicate the overhead rate for funding from other sources.

Finally, if applicable, please account for budget items that are co-financed and/or funded from other sources in the explanatory section “ii) Co-financed expenses (please list only co-financed items or items funded from other sources)”. In the first column, specify the institution/company/organisation providing the financing. In the second column please indicate the total cost of funding (e.g. total salary for 24 months’ postdoctoral wages or prices for the purchase of software/laboratory equipment). Finally, in the third column you must explain which items in the budget are financed either through co-financing or from other sources. Also note that it is your own responsibility to check that all the relevant information is readable in the PDF version of the template.

When you are finished with the budget and have ensured that it tallies completely with the information entered in section 7 of the e-application form, please make sure that the person responsible for approving the budget at your institution/organisation/company follows the instructions outlined in section C.6. As a final step you must convert the completed budget template into a PDF file by selecting “Save as PDF” in Excel/another spreadsheet program. To ensure the readability, please avoid printing and scanning your budget.

C.4 What expenses may be covered?

You may apply for funding to cover all expenses that are directly attributable to the project, and which are relevant and necessary in order to carry out the project. To this should be added overhead/administration expenses (see [section C.5](#) below).

As applicant, you must ensure that there is agreement between the project description and the budget applied for. The budget must be divided into the following overall budget items:

- Scientific/academic salaries
- Technical/administrative salaries
- Equipment expenses (exceeding DKK 500,000 excl. overhead/administration expenses)

- Operating expenses
- Overhead/administration expenses

You must prepare the budget according to the actual price level at the time of the application, and take into account expected salary and price increases during the project period. This applies to all budget items. The budget items must be broken down by calendar year (1 January – 31 December), and not by project year.

Scientific/academic salaries

DFF may provide funding towards scientific/academic salaries for participants in the project. These participants may be researchers who are already employed during the project period applied for, whether it is on a temporary or a permanent basis, as well as researchers who are not already employed for the project period in question.

Salaries must be calculated according to the provisions which apply to scientific staff in the collective agreement between the Danish Confederation of Professional Associations (AC) and the Danish Ministry of Finance. Scientific/academic staff whose salaries are paid for by the Council, are covered by the employment structure for scientific/academic staff at institutions of higher education or by the employment structure for scientific/academic staff performing research at sector research institutions.

Salary expenses for named scientific participants must be calculated on the basis of the actual salary level that the employee currently has or will be entitled to at his/her place of employment, and must include any anticipated increments for the project period.

The calculation of salaries must be documented as precisely as possible, with reference to current salary levels for researchers in employment at the time of application, or a salary calculation for researchers who are going to be appointed on the basis of funding from DFF. DFF therefore recommends that you contact the administrating institution in order to get a salary calculation, or if you are already employed, enclose a copy of your most recent salary statement. In your budget you must operate with net salary expenses in relation to participants with permanent positions, and please note that you cannot apply for vacation allowances for scientific/academic participants who have permanent employment.

Salary expenses for unnamed scientific/academic employees participating at postdoctoral or assistant professor level should normally be calculated based on the salary level for postdocs/assistant professors, cf. the collective agreement between the Danish Confederation of Professional Associations (AC) and the Danish Ministry of Finance.

You must calculate salary overhead, see [Appendix C.5](#), based on the institution type that defrays and books/pays the salary to a project participant. Salary overhead is calculated for the actual amount of working hours that the participant is going to spend on the project.

PLEASE NOTE: The above section on scientific/academic salaries does not apply to DFF-Individual postdocs where the grant holder is affiliated to a foreign research institution for the entire project period, receiving administrative assistance from the Danish Agency for Science, Technology and Innovation. In such instances, support is offered in the form of a grant and does not involve a tenure. When calculating the size of the fixed monthly payments towards the grant holder's personal income, the principles that apply in the collective agreement between the Danish Confederation of Professional Associations (AC) and the Danish Ministry of Finance shall be deployed, although the grant holder will not as such be covered by this or other collective agreements. See [chapter 2.1](#) as well as section [C.4.1](#) below.

Technical/administrative salaries

You may apply for funding to cover salaries for non-scientific assistants, including student assistants. In accordance with national regulations, assistants' salary levels must be based on the actual tasks that they are hired to carry out. It is not possible to apply for funding towards technical/administrative salaries, if you apply for a DFF-Individual postdoctoral grant at FNU and FSS. As a general rule, you cannot apply for funding to cover technical/administrative salaries in connection with the instrument Research educations outside the universities (PhD), as you will be expected to carry out the relevant tasks in relation to your PhD project on your own accord. If you find that hiring a technical/administrative assistant will be crucial for carrying out the project, you must provide arguments for this in your budget.

Equipment (purchase or construction)

You may apply for funding to cover the purchase or construction of equipment which is necessary in order to carry out the specific project. When you apply for funding to cover the purchase of equipment in excess of DKK 500,000, excl. overhead/administration expenses, you must be able to document the expenses in the form of a quote, which must be attached as an appendix. Funded equipment will become the property of the administrating institution.

Operating expenses

You may apply for funding to cover all operating expenses that are directly attributable to the proposed project, and which are relevant and necessary in order to carry out the project.

The expenses should not be itemised, but merely listed as a total amount per year. From row 47 (inclusive), you must however specify the actual single operating expenses which add up to the total operating budget. Please provide detailed argumentation in connection with considerable operating expenses, accounting among other things for extent, price level and relevance.

As part of your operating expenses, you may apply for annual education rates ("*uddannelsesstakster*") in relation to any research education that is required in conjunction with PhD scholarships that will be financed by the Council. In accordance with an agreement between the research council system and Universities Denmark, DFF uses special annual education rates. These rates are lower than the standard annual education rates listed in the Finance Act in connection with grants to the Danish universities. However, employing or hosting institutions may give PhD students salaried by the Council work tasks to an extent corresponding to 840 working hours during the 3-year course of study. You may, in respect of ph.d. students employed at Danish universities, apply for annual education rates corresponding to:

- DKK 50,000 (FKK and FSE).
- DKK 80,000 FNU, FSS and FTP).

This amount will be at the disposal of the hosting institution and also covers all salary expenses in relation to PhD supervision.

You may apply for funding to cover travel and living expenses. The purpose is to cover actual additional costs related to official journeys. The maximum rates are listed in the Government circular on the official journey agreement ("*Statens Cirkulære om Tjenesterejseaftalen*") and the appurtenant circular on adjustment of rates ("*Cirkulære om Statsregulering*"), as well as the circular on bonus schemes ("*Cirkulære om Bonusordninger*"). For these agreements and rates, see www.modst.dk. If, during a stay abroad, you remain employed at a Danish state owned research institution, the Council recommends that you find out whether you are covered by state self-insurance and therefore do not need to take out your own insurance.

DFF expects that you have checked the real costs of the stay and are able to justify the items of expenditure applied for, e.g. for transport and accommodation. You may e.g. apply for the following:

- Reimbursement of transport expenses

- Reimbursement of overnight stay expenses
- Hourly and daily allowances to cover additional expenses for meals, etc., to the extent the hourly and daily allowances do not exceed the actual additional expenses.

It is the institution that defrays and books the expenses for an operating item which is awarded the overhead, based on the applicable rate for relevant the institution type.

C.4.1 Special budget requirements for DFF-Individual postdocs at foreign research institutions, where the Danish Agency for Science, Technology and Innovation serves as administrator

You must prepare a detailed budget that covers *all* expenses, so that the financial statements can later be compared directly with the budget, item-by-item. The detailed budget must be accompanied by specific reasons stating why the individual budget items and their size are relevant and necessary to carry out the project.

Budget items

Scientific/academic salary: As noted in [section C.4.](#) above, support is offered in the form of a grant and does not involve a tenure. When calculating the size of the fixed monthly payments towards your personal income, the principles that apply in the collective agreement between the Danish Confederation of Professional Associations (AC) and the Danish Ministry of Finance must be used, although you will not be covered by this or other collective agreements.

Equipment: Purchasing, constructing and expenses for insurance and transportation of equipment

Operating expenses: You may apply for funding to cover necessary operating expenses, understood as expenses which can be attributed directly to the implementation and realisation of the research project, and expenses in connection with a stay at a foreign research institution, cf. [chapter 2.1](#) of the Call.

Operating expenses must be itemised as:

1. **Research expenses:** You may apply for funding to cover expenses for books, subscriptions, IT, lab expenses, conference participation, etc. When the grant holder participates in conferences, conference fees, travel- and living expenses may be covered via the operating budget. In relation to travel activities during stays at foreign research institutions, the provisions in the official journey agreement between the Danish Ministry of Finance and the Association of Danish State Employees' Organisations (*Tjenesterejseaftalen*) apply. Hourly and daily allowances may be awarded in accordance with the rates of the Danish State, unless the calculated amount exceeds the actual additional costs incurred as a result of the travel, see [section C.4](#) concerning official journeys.
2. **Expenses incurred in connection with carrying out the project at a foreign research institution:** You may apply for funding to cover expenses in relation to your outward and return journey, insurances, including any necessary insurance of equipment, social insurance, etc. The Council expects that you have checked the actual costs of the stay and are able to justify the items of expenditure applied for, e.g. for transport and accommodation. You may apply for funding towards travel expenses as well as travel and health insurances for you and – if relevant – your spouse/partner and/or children. Normally, a maximum of DKK 10,000 can be awarded to cover the shipping of household effect.
3. **Technical/administrative salaries:** However, if you apply to FNU and FSS, funding of technical/administrative salaries cannot be applied for, as FNU and FSS expect you to perform the relevant tasks involved in the project yourself.

Please note that if your actual operating expenses exceed the total amount you have been awarded for such expenses, the additional expenses will not be reimbursed.

C.5 Overhead/administration expenses

Overhead/administration expenses are granted by DFF to cover indirect costs incurred in connection with carrying out the project, but which are not directly attributable to the specific project. This could for instance include joint expenses to cover rent, premises, administration, etc.

Overhead/administration expenses are calculated as a fixed percentage of the grant amount that goes towards the project's direct expenses. DFF grants overhead/administration expenses according to the following rates:

Institution type	Overhead
Institutions, including Danish universities, which are subject to the rules regarding grant-funded research activities in the Danish Ministry of Finance's budget guidelines, and which are authorised to carry out grant-funded research activities.	44 %
Danish Authorised Technological Service Institutes (GTS institutes)	20 %
Authorised Technological Service Institutes and certain other institutions and organisations which fulfil all of the following criteria: - they receive and are expected to continue receiving a fixed state subsidy of minimum 25 % (measured in relation to the total annual turnover) for covering operating expenses - they must be non-profit institutions which do not seek to generate profit, and where any profit may not be distributed among the owners. - carrying out research must be a central purpose of the institutions.	20 %
State-owned hospitals in Denmark, Greenland and Faroe Islands	3,1 %
State-recognised museums (cf. The Danish Museum Act) and Public museums in Greenland and Faroe Islands	3,1 %
All other Danish and foreign institutions and enterprises	0 %

Overhead/administration expenses shall not be added to co-financing/funding from other sources, regardless of where the co-financing/funding stems from.

Overhead for other research institutions may be granted on the basis of a concrete assessment. To be considered for this, the application must include a motivated proposal.

If you apply for a DFF-Individual postdoc grant in relation to a project that is going to be hosted by a foreign research institution with administrative assistance from the Danish Agency for Science, Technology and Innovation, your budget should not include overhead/administration expenses, see [section C.4.1](#).

Principle for calculating differentiated overhead/administration expenses

If your DFF application concerns activities that involve financing of different institutions with different legal status, cf. the table above, it will be necessary to calculate a specific overhead for each institution.

For your own and the other project participants' salary expenses, overhead/administration expenses must be calculated on the basis of the institution or enterprise that *defrays and books* the salary expenses. Overhead/administration expenses must be calculated based on the type of institution that is going to *pay the salary* to a project participant for the *actual working hours* that he or she spends on the project. Hence, it is not decisive whether the research activity is actually taking place at the institution or enterprise in question. Even though all activities will take place at a university's premises, this will not trigger 44 per cent for the participants who are not salaried by the university. Conversely, the use of university employees triggers an overhead/administration expense rate of 44 per cent in projects involving research activities to be carried out e.g. in hospitals, privately or abroad.

Nor is it decisive where a person has his or her principal place of employment or typically works most hours. For instance, a doctor may have two employment contracts, treating patients in a hospital 60 per cent of the time and carrying out university research for the remaining 40 per cent of his or her time. What is important is *where* the working hours that he or she puts into the research project come from.

Salary expenses in the research grant for the doctor in the above example will trigger a rate of 44 per cent, as his or her research work salary is paid by a university. If a person is employed by several institutions, these institutions must agree on how the project hours are to be distributed as working hours among them. Each institution then includes the salary expenses for its share of the project working hours in the budget.

The same principle is used to calculate differentiated overhead/administration expenses in relation to operating expenses (materials, travels etc.). Once again, the institution(s) *defraying and recording the expenses* relating to operations is (are) awarded overhead/administration expenses based on the relevant rate for the institution type, cf. the table above.

Example: A person employed at a university submits a proposal for DKK 10.5 million, excl. overhead/administration expenses. Of the budgeted amount, DKK 4 million is for the applicant himself or herself, DKK 3 million is for a person who is salaried by a hospital, DKK 2 million is for a person salaried by a private enterprise, DKK 1 million is for a person salaried by an Advanced Technology (GTS) institute, and DKK 0.5 million for a person salaried by a foreign university.

The calculation will be as follows:

DKK 4 million + 44 % overhead/administration expenses =	DKK 5,760,000
DKK 3 million + 3.1 % administration expenses =	DKK 3,093,000
DKK 2 million + 0 % overhead/administration expenses =	DKK 2,000,000
DKK 1 million + 20 % contribution =	DKK 1,200,000
DKK 0.5 million + 0 % overhead/administration expenses =	DKK 500,000

C.6 Budget signatures

Funding from the Council is granted under the condition that the project's budget information in the application is approved, signed and stamped by the management of the administrating institution and signed by the applicant. The administrating institution is defined as the institution or enterprise which pays for and books the project's/main applicant's expenses during the project period.

Stamps and signatures should be provided in the template "DFF-budget confirmation". You can access the template at: <http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/forms-for-application>, or by clicking on "Templates for appendices" in section 16 of the e-application form. Then choose (by clicking the folder) English => The Danish Council for Independent Research => DFF budget confirmation.

If you apply for support in connection with a DFF-Individual postdoctoral grant and want to administer the grant yourself, or wish the Danish Agency for Science, Technology and Innovation to administer the grant (see [section C.4.1](#) above), the budget only needs to be signed by you as the applicant.