2019

CALL FOR PROPOSALS
THEMATIC RESEARCH

/DIGITAL TECHNOLOGIES
/PEOPLE AND SOCIETY

DANMARKS FRIE FORSKNINGSFOND
INDEPENDENT RESEARCH
FUND DENMARK

CONTENT

1 FRAMEWORK FOR INDEPENDENT RESEARCH FUND DENMARK'S SUPPORT FOR RESEARCH

The legislative basis for Independent Research Fund Denmark (DFF) is Act no. 384 of 26 April 2017 on the Danish Council for Research and Innovation Policy and Independent Research Fund Denmark.

Independent Research Fund Denmark's main task is to provide financial support to concrete and fixed-term research activities based on researchers' own ideas. DFF considers it its primary task to support growth layer and the continued development within independent, researcher-initiated research. DFF puts decisive weight on the professional research quality being maintained in the projects it supports.

Moreover, the 2017 legislation introduced the possibility of DFF being able to award grants to concrete research activities within politically determined themes or instruments, when special funding has been provided for this purpose in the National Budget. This call for proposals is a consequence of this opportunity.

This document is a translation into English of the fund's Danish Call for Proposal. In case of any inconsistencies between the two versions, the information in the Danish version applies.

Internationalisation
DFF wants to strengthen and further develop the internationalisation of Danish research and therefore encourages applicants to submit applications encompassing international activities. The objective to give the best researchers and research groups the opportunity to coordinate and develop their cross-border research collaboration, and to give talented researchers the opportunity to spend part of their research career abroad. Aspects of internationalisation can therefore figure in applications to all of DFF's instruments. In any case, the applications are required to be related to the international state of the art within their area.

Gender balance
DFF also wants to support a balanced development of management resources for both genders at Danish research institutions and would like to see this being taken into consideration in applications to DFF. Therefore, DFF recommends that applications as far as possible demonstrate an approach to scientific practice that can act as an incubator for professional diversity and equal opportunities for male and female researchers. For applications seeking support for research groups or similar collaborative projects, the applicant should in the application form account for his/her considerations for the gender make-up of the research group or collaborative team. A statement of this is a requirement, but the actual gender make-up of the group will not factor into the assessment of the application. The required statement has been introduced to ensure the applicant's focus on contributing to equal opportunities for men and women in research.

Open Access
DFF believes it is important to strengthen the societal effect of research by ensuring unrestricted and cost free digital access to all the latest research results in scientific articles. Therefore, Independent Research Fund Denmark, the Danish National Research Foundation, and Innovation Fund Denmark adopted the "Open Access policy for public research councils and foundations" on 21 June 2012, which requires parallel publishing of published scientific articles resulting from full or partial funding from these foundations. DFF however does not give financial support for Open Access publishing and allows for a quarantine period of 6-12 months. For further information on DFF's Open Access policy, see ufm.dk.

The DFF strategy as well as policies concerning internationalisation, equal access and Open Access can be found on the DFF website dff.dk.

Research integrity
DFF expects that grant recipients will follow the Danish codex for integrity in research.

Politically determined themes in Independent Research Fund Denmark
As part of the political agreement of 2 November 2018 on the distribution of the research reserve in 2019, DFF has been given the task of allocating funds to thematic research.

This call concerns the thematic research that DFF will support in 2019 within the politically determined areas as described in "Agreement between the Danish Government, the Danish Social Democrats, the Danish People's Party, the Red-Green Alliance, the Alternative, the Social Liberal Party, and the Socialist People's Party about: Distribution of the research reserve (including proceeds from reform of the disability pension and flex-job of June 2012) together with other research priorities in 2019".

2 THEMATIC RESEARCH AREAS IN INDEPENDENT RESEARCH FUND DENMARK IN 2019

Independent Research Fund Denmark (DFF) will grant funding for thematic research in the following areas:

- **Digital technologies (AI etc.) (RESEARCH2025)**
- **People and society (RESEARCH2025)**

The thematic research specifically aims at contributing to solving important societal challenges. Research in the two areas, which DFF will grant funding to can in a broad sense contribute to creating short or long term value in society and aims at supporting the public sector's opportunities to effectively create a better framework for people and society, as well as developing generic knowledge and talent base within digital technologies, which are crucial in underpinning and expanding Denmark's position as a digital pioneer country.

For the research to have the best chance at unleashing societal potential, RESEARCH2025 emphasises the following factors:
- Inter-disciplinarity and user engagement in the research projects
- Focus on excellent research and collaboration with leading international research environments
- Conversion of research into education that meets the needs of society
- Conversion of research into knowledge dissemination and innovation in the public sector

2.1 APPLICATION DEADLINE
All applications must be submitted in the application system www.e-grant.dk by Tuesday 18 June 2019 at 12 noon at the latest.

2.2 DIGITAL TECHNOLOGIES (RESEARCH2025)
DKK 78.8 million has been earmarked for the research area Digital technologies, e.g. artificial intelligence (AI), Big Data, Internet of Things, IT security, etc. as described in RESEARCH2025.

DFF's board has appointed an expert group to allocate the funding:

DFF | Thematic research – Digital technologies (2019)

The research should generally be aimed at fundamental information technology challenges and at strengthening and developing the digital knowledge area to develop generic knowledge and build a talent base in areas, which are expected to have a great future significance for developing broad sections of the private and public sectors.

Research in digital technologies can underpin, among other things, UN's sustainable development goal 8: Decent Work and Economic Growth.

Specifically, the research may contribute to research-based knowledge with a focus on capacity-building of the Danish talent base within or across the areas listed below.

2.2.1   Artificial intelligence and big data
The research may contribute to knowledge about gathering, storage, transmission, and utilisation of large and complex data (Big Data), which is often characterised by its regular or rapid arrival. Research may be generic as well as having sector-specific uses.

The research may also contribute to knowledge about how data can be structured, stored, or presented so that it best supports a human analysis process or how predictions concerning new data can be developed with the use of models based on previous data e.g. machine learning, dynamic systems, and stochastic systems.

The research may also involve algorithmic techniques, development of artificial intelligence with guaranteed safety features, and data-mining.

2.2.2   New digital and data generating technologies - "Internet of Things"
For example, research can be conducted on the Internet of Things and the development of cyber-physical systems within a wide range of disciplines and technologies. It may concern gathering data in the physical world, data being transmitted and saved, and potential reuse of data.

The research may contribute with knowledge in the area of wireless communication between objects and the internet, network design, encrypting and securing transmitted data, the autonomy of systems, and the scalability and knowledge of embedded systems and sensor technology that allow objects to capture and communicate changes in the nearby environment.

2.2.3   IT-security
This area can include research into threats against data and cyber-infrastructures, and the development of knowledge about new threat assessment models and tools to strengthen infrastructures against attacks, as well as the improvement of our ability to identify attackers.

Research may contribute to developing secure mechanisms that are robust even if parts of the system are compromised, including research into privacy by design, lightweight encryption, encryption algorithms, software verification and protocols.

2.3   PEOPLE AND SOCIETY (RESEARCH2025)
DKK 49.3 million has been allocated to the research area People and society in 2019, which is described in RESEARCH2025.

DFF's board has appointed an expert group to allocate the funding:

>   *DFF | Thematic research – People and society (2019)*

Research into People and society can underpin, among other things, UN's sustainable development goal 3: Good Health and Well-being, goal 4: Quality Education, goal 10: Reduced Inequalities, and goal 16: Peace, Justice and Strong Institutions.

2.3.1   Children, young people and education of the future
The research may contribute to knowledge that can help promote better learning for the individual and

greater quality, relevance, and cohesion across the childcare and education system, so that all children can flourish and reach their full potential.

The research may also contribute with knowledge about how to enhance the academic standards, development, learning, and well-being of children and young people across all levels of the education system. It can also provide knowledge on what affects young people's choice of education and drop out rates in relation to higher education.

The research may also contribute to knowledge about which forms of early intervention in relation to a child's first 1000 days have significant importance for the child's future development.

The research may also be practice-oriented research aimed at strengthening vocational work (also in relation to cross-disciplinary collaboration and cooperation with parents) with for example children and young people in the childcare and education sectors.

Moreover, the research may contribute to providing knowledge of digital teaching aids and learning platforms, and the potential of digital skills to contribute to greater learning outcomes.

2.3.2   Societal conditions and cohesion

The research may contribute with knowledge about social measures and their effect, as well as contribute to creating better opportunities for more people and improving cohesion in Danish society.
The research may also contribute to knowledge about social mobility and measures that work for vulnerable people, families and not least, children. It may also contribute to knowledge, which can promote that more people reach their full potential and are integrated, that fewer are marginalised, and reduce trends of parallel societies and people working against the norms and values of society.

2.3.2.1 Social media

The research may contribute to knowledge about the role of social media in society, including the relation to democracy and the public discourse, and about how society can relate to new media and the emergence of technologies, as well as their significance for community values, citizens and the welfare and health of children.

2.3.2.2 Gender research

The research may cover gender research, e.g. with a view to having a better gender balance in Danish research environments.

2.3.3   An efficient public sector in a highly digital society

The research may contribute to the development of a knowledge-based, efficient and digital public sector that supports welfare and efficiency throughout Danish society.
The research may also contribute with knowledge on how to best organise and plan public initiatives, including which public initiatives and practices work or do not work for different groups of people and companies.

The research may include the societal effects of more effective tax control and digitalisation of business regulation, etc.

2.3.4   Denmark in a global world

The research may contribute to a better understanding and management of challenges presented by global development.

The research may contribute to the knowledge foundation for improved exploitation of new opportunities, and how to overcome the associated negative effects.

3 START DATE, INSTRUMENTS, AND GRANT AMOUNTS

3.1 START DATE FOR PROJECTS

DFF does not provide retroactive funding. You can therefore not apply for research funding for activities that have already taken place by the time DFF makes its decision.

The earliest start date is 1 January 2020 and the latest is 1 August 2020.

3.2 INSTRUMENTS, WHICH CAN BE APPLIED FOR UNDER THE THEMATIC RESEARCH 2019

3.2.1 DFF-Research Project1 (thematic)
Objective

To advance the quality of Danish research, DFF offers funding for research projects within an economic framework of up to DKK 2 million, excluding overhead. A DFF-Research Project1 is characterised by being a clear and well-defined research question, where the research activities are expected to be of a high international quality. A DFF-Research Project1 is typically 3 years, but it is possible to apply for a 4-year project if a PhD student is involved in the project.

Applicant requirements

The applicant must be able to document independent research experience typically corresponding to 3 years of research or more after having obtained a PhD (or similar qualifications). The applicant's previous results will be assessed in relation to his/her career (see Section 5), and in relation to the scientific challenges of the project applied for. If the applicant is not an associate professor and has not been awarded a positive associate professor assessment ("lektorbedømmelse") and the project involves education of researchers, it must be stated in the application how the relevant supervision will be provided, and how the scientific connection of the research students to the project will be ensured.

Application requirements

DFF attaches importance to the project description containing a description of any sub-projects, including PhD and postdoc projects. The applicant can apply for funding for PhD and postdoc scholarships if they have a clear independent function within, and form an integral part of, the research project.

Postdoc candidates must have obtained their PhD or achieved equivalent qualifications (e.g. a positive assistant professorship evaluation ("adjunktbedømmelse") within the last four years at the time of the application deadline. When applying for research funding for PhD scholarships, there must be a sufficiently balanced relationship between the contribution of senior researchers and PhD scholars to the project, so that all registered participants have a concrete role in the project work.

An account for the proposed recruitment process must be provided if the application includes requests for funding for unnamed PhD students and/or unnamed postdoc participants.

The project description must not exceed 5 A4 pages including figures, tables, etc., but excluding references/bibliography (see also Section 5.6). Please be aware that the appendices overview states which appendices must be attached and which appendices may be attached.

3.2.2 DFF-Research Project2 (thematic)
Objective

To advance the quality of, and develop collaboration within, Danish research, DFF offers funding for research projects carried out by multiple researchers (including postdoc candidates and PhD students) of up to 4.5 years in duration within an economic framework of DKK 2 million-4.1 million, excluding overhead.

A DFF-Research Project2 is often characterised by a coordinated and mutually binding collaboration featuring a well-defined, joint research question. However, it may also be a project formulated by a single researcher, which is to be carried out in a research team, when it can be argued that the project is particularly ambitious and resource demanding, and that the research objective cannot be obtained through a DFF-Research Project1. The research activities must have the potential to create synergy among any sub-projects, involve an international level of collaboration (if relevant) and be of a high international standard.

Applicant requirements

The applicant must be able to document independent research experience typically corresponding to 5 years of research or more after having obtained a PhD (or similar qualifications). The applicant's previous results will be assessed in relation to his/her career (see Section 5), and in relation to the scientific challenges of the project applied for. If the applicant is not an associate professor and has not been awarded a positive associate professor assessment ("lektorbedømmelse") 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 of the research students to the project will be ensured.

Application requirements

DFF attaches importance to the project description accounting for the synergy between any sub-projects, the project management and organisational structure, as well as plans for publishing results. All sub-projects, including PhD and postdoc projects, should be described in the project description. The applicant can apply for funding for PhD and postdoc scholarships if they have a clear independent function within, and form an integral part of, the research project.

Postdoc candidates must have obtained their PhD or achieved equivalent qualifications e.g. a positive assistant professorship evaluation ("adjunktbedømmelse") within the last four years at the time of the application deadline. When applying for research funding for PhD scholarships, there must be a sufficiently balanced relationship between the contribution of senior researchers and PhD scholars to the project, so that all registered participants have a concrete role in the project work.

An account for the proposed recruitment process must be provided if the application includes requests for funding for unnamed PhD students and/or unnamed postdoc participants.

The project description must not exceed 7 A4 pages including figures, tables, etc., but excluding references/bibliography (see also Section 5.6). Please be aware that the appendices overview states which appendices must be attached, and which appendices may be attached.

4 DFF ASSESSMENT AND ASSESSMENT CRITERIA

In every case, DFF will assess an application based on whether the project in question benefits Danish research.

In the assesment of the application, DFF will take the criteria below into account. Besides requiring that the application is within the framework of the thematic areas, the project's quality and the applicant's qualifications are the two most significant assessment criteria.

DFF emphasises as part of the assessment, that the individual criteria should be met to the greatest extent possible. For the individual expert committee there will always be a concrete, overall evaluation, where individual criteria can be fulfilled to a greater or lesser extent. Thus, not all criteria will be relevant to all applications. Because of the competition between applications, it is not a given that meeting the criteria will result in a grant.

For instruments in this thematic call, DFF is using the following criteria:

Achieving the objective of the instrument:
- Are the described objectives of the instrument, (see Section 3) sufficiently met?

Scientific quality:
- Does the project description document that the project contains potential for scientific progress, innovation and originality (theoretical, methodical and empirical)?
- Does it display innovative research as opposed to expanding on already ongoing research?
- Does the project description document that the project contributes to internationalisation of Danish research?
- Does the project description contain
  - A clear and defined research question and objective?
  - A description of state of the art and/or the scientific challenges within the project's research area, and the project's potential contribution to this?
  - Consistent and suitable hypotheses?
  - An account of the theoretical and/or methodical foundation, including an argumentation for the relevance of the proposed activities in relation to this foundation?
- If relevant to the project: Is there an argument for the correlation between the project's hypothesis, theory and method?
- If relevant to the project: Is there a sufficient description of the project's empirical material or data foundation, including any pilot projects and/or any preliminary data?
- If relevant: Is there sufficient synergy between the individual parts of the project?

Applicant's qualifications:
- Has the applicant documented
  - Scientific qualifications to an extent that is necessary for the project's completion?
  - Experience of scientific production within the project area to an extent that is necessary for the project's completion?
  - Qualifications as a research leader to an extent that is necessary for the project's completion?
- Have the other central project participants documented scientific qualifications to an extent that is necessary for the project's completion?
- Are relevant local and international researchers contributing, and if relevant, is there sufficient contribution from public institutions or business partners?
- Is there a strategy for the organisation and management of the project, including an account of the division of labour between the researchers involved?
- Are potential PhD students or postdoc candidates an integral part of the project, and do they have a clear function in it?

Feasibility:
- Have sufficient resources been allocated to the project, including the research framework, personnel, and access to necessary facilities and equipment?
- Has a realistic work plan and time schedule been presented for the project, which also takes the recruitment of any unnamed participants into account, as well as the dissemination of the project's results?
- Does the project description account for the project's milestones and success criteria, and are these realistic?
- Is there proportionality between the project's costs and the expected scientific output?
- Is there proportionality between the proposed activities and the proposed budget? Does this include a good correlation between what the requested funding will finance, how the funding will be used, as well as which tasks and people will be financed?
- Are potential ethical aspects satisfactorily described where relevant?

Application perspective:
- Is the project motivated by a desire to solve a concrete problem or has the project a clear application perspective?

Publishing and dissemination of results:
- Are the collective considerations for the publishing/disseminating/patenting of the project's results described in a satisfactory manner?
- If relevant: Have the likelihood and plans for patents in the proposed project been accounted for?

Other:
- Do the activities benefit Danish research?
- Does the project/activity include education of researchers in a relevant manner?
- Does the project/activity contribute to improving researcher mobility nationally/internationally and – if relevant – between research institutions/companies?

5 GENERAL APPLICATION REQUIREMENTS

5.1 APPLICANT'S QUALIFICATIONS

DFF has as its objective to advance and strengthen Danish research, understood in a broad sense. Therefore, DFF has no requirements as to applicants' citizenship, the location of research institutions or the specific geographic location where the research activities in question will be carried out. In every case, DFF will assess an application based on whether the project in question benefits Danish research. DFF sees diversity as a resource, and encourages all candidates – regardless of their gender, religion, ethnicity, or political persuasion – to apply.

DFF does not accept applications from applicants, who within two years prior to sending an application have been found guilty of research misconduct by the Danish Committee on Research Misconduct, cf. Act 383 of 26 April 2017 on research misconduct, etc.

5.2 WHO CAN SUBMIT AN APPLICATION

The application must be submitted by the researcher responsible for the project and responsible to DFF in relation to the submitted project (main applicant).

5.3 LANGUAGE

The project description, CV, publication list, and other appendicies must be in English. Appendices attached in other languages will not be considered in the assessment process. The popularised scientific description in the "Title and scientific content" section of the application form should be written in Danish if possible.

5.4 APPLICATION FORM

When you have determined the most appropriate instrument for your idea, and you meet the requirements in the Call for Proposals, you should begin your application. Applications must be sent through the e-grant website: www.e-grant.dk.

To submit an application to DFF, a user must be registred on e-grant at www.e-grant.dk. To access the application form, choose the appropriate thematic area you wish to submit an application to in the "Application possibilities" tab. After you have chosen the appropriate thematic area, you can choose the funding instrument you wish to apply to.

To fill in the application form, you have to go through a series of steps/sections, where you must provide various types of information in relation to your application. You should therefore open the application form in plenty of time to get an overview of the information you will need to supply.

Please be aware that the application form among other things requires you to provide a description of:

- Application-oriented perspectives: Summarise the application-oriented perspectives of the project, including where there is potential for utilisation of the research results and how the project can contribute to realise this potential (max 1000 characters).
- Collaboration: Describe which Danish and international partners, e.g. research institutions, public institutions and companies, participate in the project, including how the collaboration contributes to strengthening the project (max 1000 characters).
- Dissemination of the research project's results: Describe how the resulting knowledge and results will be disseminated, including scientific dissemination and disseminating to potential users of the results (max 1000 characters).

In the application form, you must write the popularised description in Danish and a scientific abstract in English. The popularised scientific description in "Title and scientific content" section of the application form should be written with a mind to publication, e.g. in the Danish media. It should therefore be written in a way that makes the project accessible and understandable to a non-research audience.

The scientific abstract must be written in English and written with the research peers in mind, who will evaluate the application. It should therefore be written in a way that makes it clear to research peers whether or not they are qualified to evaluate the project.

5.5 OVERVIEW OF APPENDICES TO THE APPLICATION

There are a number of mandatory appendices that must be attached to the application, and optional appendices that may be attached. The overview below includes the relevant appendices. Appendices which do not appear in the overview, will not be considered in the process.

Appendix overview:
DFF-RESEARCH PROJECTS

	Project1	Project2
B10 Project description written in the DFF project description template (see Section 5.6) including figures, tables, etc.	x	x
The budget must be completed in the DFF mandatory budget template (see section 5.9), and uploaded to e-grant as an independent file. Undertaking of actual financial contributions from other sources to implementation of the project, must be stated in the budget.	x	x
B20 Applicant's CV (see 5.7.1).	x	x
B21 List of publications for the applicant (see Section 5.7.2).	x	x
B40 CV and list of publications for other key research participants (see Section 5.7).	*	*
B41 Named PhDs: In the case of PhD scholarships for named individuals, the following appendices must be attached: transcripts/ exam certificate, CV, and any list of publications.	*	*
B42 In the case of postdoc scholarships for named individuals, the following appendices must be attached: CV, list of publications, PhD diploma. Or secondary documentation showing: a) thesis has been accepted for defence, b) positive assistant professorship evaluation ("adjunktbedømmelse"), c) qualifications corresponding to PhD level achieved in another manner or, d) declaration from supervisor on expected submission of PhD thesis within 6 months of the application deadline (PhD students).	*	*
B51 Collaboration agreements/letters of recommendation: If the project involves collaboration with foreign partners or companies or other recipients of the results, a declaration of collaboration must be attached (max 1 page from each).	*	*
B52 In cases where significant parts, or all, of the project is taking place at another host institution than the administrating institution, a declaration from the host institution must be attached, stating that the project can be carried out at the location in question, including a short comment on the content of the cooperation and the most important activities.	*	*
B60 Documentation for purchase of equipment for more than DKK 500,000 excluding overhead, preferably in the form of a quote.	*	*
B61 Documentation for the salary level of the applicant and any named participants.	*	*
B62 Documentation for the sub-contractor costs.	*	*
B63 De minimis declarations (see Section 5.9.5).	*	*
B90 Budget confirmation. Employer institution's confirmation of budget and hosting in the DFF budget signatory template (see Section 5.9.7).	x	x

Appendices marked with an X are mandatory in all applications. Appendices marked with * may be mandatatory depending on the application.

5.6   PROJECT DESCRIPTION

The application must always include a project description. The applicant must use the DFF project description template, which can be found at https://dff.dk/en/application/forms-for-application. The project description must not exceed the maximum number of pages (excluding references/bibliography) as outlined under each funding instrument - no matter whether the project description includes figures or not. The applicant must use Times New Roman, font size 12, at least 2 cm margin on the left, right, top and bottom, and line spacing of 1.5 in the text ifself. In tables and figure texts, font size 10 and line spacing 1.0 may be used. DFF's project description template meets these requirements. The requirements regarding font size and margins of the text itself also include any footnotes and endnotes, etc.

In the "Confirm" section of the application form, the applicant must confirm that he/she has used the project description template, and has not exceeded the maximum number of allowed pages, before the application can be submitted. The expert committees will not consider any part of the project description that exceeds the given length requirements.

The applicant's project description must account for:
- The project's objective, including research question and potential hypotheses.
- The project's scientific and potential societal perspectives and relevance. In addition, it must include an assessment of the anticipated effect of the project's results in relation to future research and researcher education in the field.
- 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, as well as an argumentation for your qualifications and previous achievements in the field.
- 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 terms of the grant.
- The practical framework for the completion of the project (e.g. experimental facilities, staff resources and access to software/databases).

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

5.7   INFORMATION ABOUT THE APPLICANT AND PARTICIPANTS

5.7.1   Curriculum Vitae – CV
All applications must include a CV (maximum 2 A4 pages) and a list of publications for the applicant as a minimum. In addition, a brief CV (maximum 1 A4 page) and list of publications for other key participants may be included.
The required structure of the CV and publication list is applicable to the applicant, researchers/academics, and other named, scientific participants.

The CV must include the following:
- Personal data: name, address, etc.
- Education (for academic degrees, list the date and year of obtaining the degree)
- Current and most recent employment. In case of temporary employment, state the termination date of the employment contract

- Any periods of leave (e.g. maternity/parental, illness, family care leave, military service, humanitarian aid work, etc.) For periods of leave, indicate the cause and state precisely the starting date and end date of the leave period
- Other scientific qualifications
- Academic awards and honours
- Management experience, including experience with project management and leading research projects
- Scientific focus areas
- International relations
- Applicant's supervision of students (PhD students and postdocs)

When assessing applicants´ research productivity, the applicants' individual careers will be taken into account. This includes any leaves of absence or employment in private research-driven businesses.

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

5.7.1.1 Extension of PhD age
Consideration will be given to any leaves of absence such as maternity/parental, illness, family care, military service, humanitarian aid work, etc.

For applicants who have been on maternity or paterental leave after obtaining their PhD, the age of their PhD degree will be extended by calculating the actual number of weeks of leave and multiplying that by 2. The exact period of the maternity/paterental leave, with start date and end date, must be stated in the applicant's CV.

Moreover, consideration will be given 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 there has been limited time for research.

5.7.2   List of publications
The list of publications must only include research already published or accepted for publication. The name of the applicant/other (research/academic) participants must be in bold font in the list of publications. The order of authors must be indicated exactly as listed in the original publication, e.g. the order of shared first authorships should not be revised from the original, etc. Also all co-authors must be mentioned as far as possible.

The list of publications must be systematically organised, e.g. chronologically, and divided into the following categories:
- Peer-reviewed publications (preferably list all authors – including the order they are mentioned e.g. alphabetically or first-to-last author, 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. *Proceedings subject to referees*
  4. *Book chapters*
- Non peer-reviewed publications such as monographs, book chapters, etc. (preferably list all authors – including the order they are mentioned e.g. alphabetically or first-to-last author, year of publication, title, place of publication, volume number as well as 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. Any patent references should be included in the list of publications on equal terms with references for scientific articles.

The applicant must mark the 10 most important works/patents/contributions in his/her list with an asterisk (*).

If you list your H-index in your list of publications, you must state how you have calculated it.

5.8   LISTING THE RELEVANT FIELDS OF SCIENCE CLASSIFICATION CODE(S) FOR THE PROJECT

In the "Title and scientific content" section of the application form, you must list up to 5 Fields of Science classification codes (OECD Classification Codes) in order of priority according to the scientific fields, which are most relevant to your project. You must use the scientific codes on "Level 2" or "Level 3" from the subdivision provided in the DFF overview of scientific codes, which you will find here: https://dff.dk/en/application/forms-for-application
The codes are used e.g. to identify relevant reviewers for your application, so it is important that you exercise caution when selecting the codes. You also have the opportunity to list up to 5 keywords of your choosing that describe the scientific content of your project.

5.9   BUDGET

For your application to be considered by DFF, you must prepare 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 participants at other institutions. It is important that the budget includes information about all participants in the project. This also includes participants, who will not receive DFF funding, thus providing an overview of the entire group of participants and the economy of the project.

The applicant must fill in DFF's mandatory budget template for the relevant funding instrument. The correct budget template can be found by registering an application for the selected instrument in e-grant, where the template can be downloaded under the "Upload budget" option in the application form. There you will find the correct template, which should be completed and uploaded to the application.

5.9.1   Entering budget information in the application form

Start by preparing a complete and comprehensive budget, using the budget template, which can be downloaded in the e-application form as described in Section 5.4. The budget template is only available in English. Once the budget is complete, it must be uploaded to the application form in e-grant under the "Upload budget" option. Please see "Introduction" in the application form for more details on how to upload the budget.

5.9.2   Preparing the budget

DFF recommends that you seek assistance from the institution responsible for administering the potential grant, when preparing your budget.

You must complete the budget template with the relevant information.

Please pay attention to the following:

- A certain number of sections in the budget template can only be filled in by selecting a value from the drop-down menu.
- All expenses must be listed excluding overhead/administrative costs. The overhead amount is automatically calculated from the selected "Overhead percentage".
- For each budget item you must meticulously explain the amount 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. This explanatory information should be entered into the "Description" field.

- When the budget is complete, please ensure that the person who approves the budget on behalf of your institution/organisation/business indicates their approval by using the template "DFF– budget confirmation", which should be attached as a separate appendix. Please follow the guidelines in Section 5.9.7.

5.9.3 Co-financing and funding from other sources

DFF may require Danish state research institutions participating in the application to co-finance the project with a total of up to 10 % of the amount applied for from DFF. In addition, DFF may require co-financing from other types of institutions, to the extent the fund deems it appropriate. In connection with this call, DFF has decided not to make co-financing a requirement.

Any co-financing from your own or other participating institutions must be accounted for in the budget under "Co-financing" (green header).

Any co-financing to the project from sources not actively participating in the project must be accounted for in the budget under "Funding from other sources" (orange header).

As a general rule, co-financing must be divided into 4 overall budget items: Scientific/academic salaries, technical/administrative salaries, equipment expenses and operating expenses as described in Section 5.9.4. Information about co-financing may also be listed, even if it stems from a participant who is not supported by the grant but is actively participating in the proposed project.

5.9.4 What research expenses can be covered?

You may apply for funding to cover all expenses directly attributable to the project, which are relevant and necessary in order to carry out the project. Overhead/administration expenses should be added to this, see section 5.9.6.

The budget must, as a general rule, be divided into the following overall budget items:
- Scientific/academic salaries
- Technical/administrative salaries
- Equipment expenses (exceeding DKK 500,000 excluding overhead/administration expenses)
- Operating expenses (including equipment expenses up to DKK 500,000 excluding overhead/ administration expenses)
- Overhead/administration expenses (calculation based on the overhead percentage)

You must prepare the budget according to the actual cost level at the time of the application, and take into account expected salary and price increases during the project period.

5.9.4.1 Scientific/academic salaries

DFF may provide salary funding towards scientific/academic participants in the project. These participants may be researchers, who are already employed during the project period, 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.

DFF requires that 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 participants (VIP), whose salaries are applied for in full or in part, 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.

Thus, salary expenses for named scientific participants can be calculated on the basis of the actual salary level the employee currently has or will be entitled to at his/her place of employment, including any anticipated increments during the project period. The calculation of salaries, which can be attached if relevant, should 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 obtain a salary calculation, or if you are already employed, to enclose a copy of your most recent salary statement. You must use net salary expenses (salary, pension, ATP, holiday pay) for participants with permanent positions in the budget. Please note that you should not apply separately for holiday pay for permanently employed scientific/academic participants. For employees on fixed-term employment contracts, DFF requires holiday pay from previous employment positions to be deducted from the salary budget for the scientific participants.

Salary expenses for unnamed scientific/academic employees participating at postdoc 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.

Salary overhead must be calculated on the basis of the type of institution, which defrays and registers/pays the salary to a project participant, see Section 5.9.6. Overhead/administration expenses.

5.9.4.2 Technical/administrative salaries
You may apply for funding to cover salaries for non-scientific assistants, including student assistants. In accordance with national regulations, you may not cover salary costs above the professional level that is necessary to carrying out the tasks required.

Salary overhead, see Section 5.9.6. Overhead/administration expenses, must be calculated on the basis of the type of institution, which defrays and registers/pays the salary to a project participant.

5.9.4.3 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. If you apply for funding to cover the purchase of equipment in excess of DKK 500,000, excluding overhead/administration expenses, you must document the expenses, e.g. in the form of a quote, which must be attached as an appendix. After completion of the grant, funded equipment will become the property of the administrator or the institution/business that purchased the equipment per the grant application.

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

In the budget template you must specify the individual 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.

DFF expects that expenses for books, normal work PCs, general software, and other general work tools are covered by the institutions' overhead. Therefore, DFF does not offer support for these kinds of expenses. Moreover, DFF expects that access to and use of equipment, facilities, databases, etc., which are already available at the host institutions, will be made available at no extra cost for research projects, which the institutions agree to host. Unless you can document that special circumstances apply, DFF will not offer support for these kinds of expenses.

As part of your operating expenses, you may apply for annual education rates ("uddannelsestakster") in relation to any research education required in conjunction with PhD scholarships financed by DFF. 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 guideline annual education rates listed in the Finance Act in connection with grants to the Danish universities. However, the employing or host institution may in turn give PhD students, being funded by the grant, tasks corresponding to 840 hours in a 3-year PhD course of study. For PhD students enrolled at Danish universities you may apply for education rates per full project year corresponding to DKK 50,000 (Humanities and Social Sciences) or DKK 80,000 (Natural Science, Health Science and Technical Science). This amount will be at the disposal of the host 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 associated circular on adjustment of rates ("Cirkulære om Statsregulering"), as well as the circular on bonus schemes ("Cirkulære om Bonusordninger"). You can find the relevant agreements and rates at www.modst. dk. If, during a stay abroad, you remain employed at a Danish state-owned research institution, DFF recommends that you investigate whether you are covered by state self-insurance and therefore do not need to take out your own personal insurance.

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

- Reimbursement of transport expenses. However, expenses for local transportation during the stay abroad will not be reimbursed
- Reimbursement of overnight stay expenses
- Hourly and daily allowances to cover additional expenses for meals, etc., to the extent that the hourly and daily allowances do not exceed the actual additional expenses.

The overhead is awarded to the institution defraying and registering the expenses for an operating item, based on the applicable rate for the type of institution in question.

5.9.4.5 Open Access (not funded)
DFF does not fund expenses associated with Open Access publishing. You can read more about Open Access here: https://ufm.dk/en/research-and-innovation/cooperation-between-research-and-innovation/open-access/open-access

5.9.5 Particular requirements for private businesses
DFF funding to private businesses must be awarded in accordance with EU regulations for state support (for further information please see the State Support Handbook). As a general rule, DFF awards grants to private businesses as so-called de minimis aid, cf. European Commission regulation (EU) No. 1407/2013 of 18 December 2013 on the application of articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid, as published in the Official Journal of the European Union on 24 December 2013. The recipient business may receive a maximum of EUR 200,000 in de minimis aid in a 3-year period. If the applicant is a business or part of the funding is to be passed on by the applicant to a participant in the form of a business, a declaration of de minimis aid must be com-pleted, signed and attached as an appendix to the application.

More details can be found at http://ec.europa.eu/competition/state_aid/legislation/block.html, where the new de minimis regulation and below regulation no. 651/2014 of 17 June 2014 have been published.

If the grant that is applied for will exceed the financial framework of the de minimis aid Regulation, it may be handled according to Chapter 1 (definitions in article 1-12) and article 25 of the EU's general group exemption regulation (EU Commission Regulation (EC) No. 651/2014 dated 17 June 2014 on the compatibility of certain categories of aid with the common market, in application of Articles 107 and 108 of the Treaty).

5.9.6 Overhead/administration expenses

DFF grants overhead/administration expenses to cover indirect costs incurred in connection with carrying out the project, which are not directly attributable to the specific project. This could include e.g. 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
Danish institutions (including Danish universities and sector research institutes) 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 %
GTS - Advanced Technology Institutes (GTS institutes)	20 %
Danish institutions that meet the following criteria: • 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 • are 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	20 %
Public hospitals in Denmark, on Greenland and the Faroe Islands	3,1 %
State-recognised museums (cf. the Danish Museum Act) and state-owned museums in Greenland and on the Faroe Islands	3,1 %
All other Danish and foreign institutions and companies	0 %

The principle for calculating differentiated overhead/administration expenses

If your DFF application concerns activities that involve funding of various institutions with different legal status, cf. the table above, it is necessary to calculate a differentiated overhead for each institution.

For salary expenses, overhead/administration expenses must be calculated on the basis of the institution or business that defrays and registers the salary expenses. As such, it is not crucial if the research activity is actually taking place at the institution or business in question. Nor is the principal place of employment of a person or where he/she typically works most hours a decisive factor.

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 will then have to include the salary expenses for its share of the project working hours in the budget. The same principle applies to the division of equipment and operating expenses. The overhead is awarded to the institution(s) defraying and registering the expenses for an operating item, based on the applicable rate for the type of institution in question, cf. the above table.

5.9.7 Budget signatures

DFF funding 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 unit, which is responsible for the finance and personnel administration with regard to the project's/applicant's expenses during the project period, and ensures administrative legality in connection with terms of employment, accounts, etc.

Stamps and signatures should be provided in the"DFF budget confirmation"-template (the appendix must be uploaded to the application as a PDF file). You can find the template on the DFF website.

5.10   SPECIAL FIELDS THAT MUST BE COMPLETED IN THE APPLICATION FORM IN E-GRANT

In the table below an overview is given of major fields that must be completed in the application form in e-grant. The table is not an exhaustive list over fields that must be completed.

Applicant

Account of your most significant contributions to science (1000 characters)

Title and scientific content

Brief scientific summary in English (max 1000 characters)
Popularised description of the scientific content in Danish (max 1500 characters) (see more in section 5.4)
Scientific keywords that best describe the research content (min 1, max 5) and Classification codes (OECD) (min.1, max 5)

Application oriented perspectives, collaboration and dissemination (see more in section 5.4)

Application oriented perspectives, including potential for utilisation of results and how the project can contribute to realise this potential (max 1000 characters)
Collaboration: Describe which Danish and international partners participate in the project, including how the collaboration contributes to strengthening the project (max 1000 characters)
Dissemination: Describe how the resulting knowledge and results will be disseminated, including scientific dissemination and disseminating to potential users of the results (max 1000 characters)

Ethical issues and gathering data

Ethical issues: Does your research include animal testing, human participation or human biological material, other?
If yes: Provide a brief explanation of the ethical issues involved and how they will be dealt with appropriately (max 600 characters)
If other: Description of issue (max 200 characters)
Does your project involve gathering or purchase of quantitative data within the research areas of social sciences, medical sciences or the humanities? If yes: brief description of the data gathered or purchased (max 300 characters)

Gender composition

Description of the gender composition in the project (max 1000 characters) (see more in section 1)

Other applications etc.

Is this application a resubmission? If yes: Title, year of application, case number, describe any changes made (1000 characters) Have you applied for funding activities covered by this application from other sources?

Previous grants

Have you as a PI within the last 5 years received any funding from DFF or other sources for the activities related to the present application?
If yes: specify grants over 1 mil. (max 10). Describe the results of the grant and the grant's relation to the proposed project (max 1000 characters)
Have you as a PI within the last 5 years received any funding from DFF or other sources for the activities not related to the present application?
If yes: specify grants over 1 mil. (max 10). Describe the results of the grant and the grant's relation to the proposed project (max 1000 characters)
Describe the professional and management aspects of the project, if you have received a grant from other sources.

Excluding reviewers

Explain why the named researcher should not review your application (max 500 characters)

Supplementary information

Additional information regarding the application (max 1000 characters)

6 HOW IS THE APPLICATION PROCESSED AND ASSESSED?

6.1 REQUIREMENTS FOR YOUR APPLICATION TO BE GIVEN ACTIVE CONSIDERATION

If the application does not meet the requirements listed below, it can be rejected without prior active consideration, cf. § 4 and § 5 of the Executive Order no. 1154 of 16 October 2017 on the Functioning of grants under Independent Research Fund Denmark. In this instance, you will receive an administrative rejection.

- The application must be submitted via e-grant (www.e-grant.dk).
- The application must be received before the application deadline expires.
- The application must be submitted for one of DFF's funding instruments.
- The application must be written in one of the languages specified (see Section 5.3).

- The application must include a project description written in the DFF project description template (see Section 5.6.).
- The application must include the applicant's CV (see Section 5.7.1).
- The application must include the applicant's list of publications (see Section 5.7.2).
- The application must include a budget completed in the budget template relevant to the funding instrument (www.e-grant.dk).
- The total amount applied for must observe any upper and lower limits that apply to the instrument in question.

If your application fulfils the above requirements, it will be submitted for active 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 funding instrument in this Call for Proposals. It also means that DFF will not accept any supplementary application material after the application deadline.

6.2 HOW TO APPLY FOR MORE INSTRUMENTS AND MORE THEMATIC RESEARCH AREAS

If you wish to apply for more funding instruments and/or more thematic research areas, you must submit a separate, complete application for each instrument or each of the thematic research areas.

6.3 INDEPENDENT RESEARCH FUND DENMARK'S PROCESSING PROCEDURES

All members of expert committees will be involved in the assessment of all applications. Members, who are deemed disqualified in relation to a particular application, will not participate in the processing of that application. Regulations for disqualifications can be found in § 2 of the Executive Order no. 1154 of 16 October 2017 on the Functioning of grants under Independent Research Fund Denmark.

Your application will be processed in the following way:

| Application is received | → | Assessment within committee or council | → | Applicant is informed of decision |

The different research themes will be processed in the following expert committees:

RESEARCH THEME	EXPERT GROUP
Digital technologies	DFF | Thematic research – Digital technologies (2019)
People and society	DFF | Thematic research – People and society (2019)

You can find an overview of the individual expert group members on the DFF website www.dff.dk. DFF always carries out an external review for all applications where:

- An expert committee member, who is going to evaluate the application, is an applicant or scientific participant in an application, whose budget exceeds DKK 1 million, excluding overhead or
- The expert group is deemed disqualified, or for other reasons does not possess the necessary scientific expertise to consider the application.

Applications for external review will be submitted 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 provide comments (consultation procedure). DFF uses external reviews as an extension of the basis for the assessment of the expert committee and the reviewer's function is solely recommendatory.

The final decision rests with the expert committee and is based on the criteria described in the call and prioritisation of the overall field of applicants.

In the e-grant form you may state if there is a researcher, you would rather is not involved in the external review of your application. In such cases, you must provide exact contact information for the researcher in question, so that it will be possible to identify the researcher, and briefly explain why they should not review your application.

6.4   WHEN AND HOW WILL YOU BE NOTIFIED OF DFF'S DECISION?

Applications will be processed at meetings in October 2018. Independent Research Fund Denmark publishes a list of those applicants who have been awarded a grant approximately three weeks after the expert committees have reached a decision. Details about applicants who have not been awarded funding will only be published to the extent that someone requests a right of access to documents under the Danish Access to Public Administration Files Act, e.g. in the form of lists of applicants and the projects for which they have applied (i.e. names of applicants and project titles). Applicants should therefore ensure that the title of the application does not contain information about confidential research activities.

Applicants will receive a letter from DFF through the e-grant system 1-2 months after a decision by the relevant expert committee has been reached, informing the applicant whether it has been a successful application or not. Rejection notices will contain a brief elaboration on the reasons for the decision.

7

YOUR RESPONSIBILITY AS AN APPLICANT

When using the DFF e-grant application portal, it is your responsibility to choose the correct application form and ensure that the information provided is correct. You are also responsible for ensuring that the contents of the appendices are correct, and that the appendices have been attached to the application. Moreover, it is your responsibility that the application has been submitted by the deadline.

This call lists the specific types of formal shortcomings in Section 6, which will result in an administrative rejection of applications. It is your responsibility to ensure that you fulfil all the formal requirements listed in the call, in order for your application to be submitted for consideration by the relevant expert committee.

14 DAGE

You are obliged to inform DFF if significant prerequisites for carrying out the project are no longer met, **or if you are awarded full or partial funding for your project from other sources. If so, you are obliged to inform DFF within 14 days.**

Funding may be in the form of financing from other sources.

Partial funding may include cases, where you have submitted an application to other funds, with a content not entirely the same as the project you applied for to DFF, but where there is an overlap in the work packages or operating expenses, and equipment, for which you applied.

DFF may require you to submit the grant letter from and the application to the fund from which you received a grant as documentation, in order for DFF to decide whether there is an overlap in the topics of the two projects, and to decide which budget items to cut.

7.1 TECHNICAL DISCLAIMER

The Ministry of Higher Education and Science has an obligation to inform of any errors that make the e-grant system inaccessible, affecting the applicant's possibility of submitting applications within a given deadline. Such technical issues will be announced on https://ufm.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/e-grant

In particularly serious cases, the Ministry of Higher Education and Science may extend the application deadline for all relevant applicants. This will also be announced on the website.

The Ministry of Higher Education and Science is not liable for any incorrect information due to software errors, calculation errors, transmission errors and similar errors, just as the ministry will not be held liable for any claims for damages due to incorrect use of the e-grant system.

7.2 THE DANISH OPEN ADMINISTRATION ACT AND THE DANISH PUBLIC ADMINISTRATION ACT

The Danish Open Administration Act (Act No. 606 of 12 June 2013, which entered into force on 1 January 2014) also known as offentlighedsloven, provides you with certain rights, just as it secures citizens in Denmark various rights in relation to public authorities' duty of disclosure in connection with administrative procedures. Thus, the material you submit to the Ministry of Higher Education and Science is as a whole covered by the regulations of the Danish Open Administration Act e.g. in relation to the right of access to records. See also the Danish Public Administration Act (forvaltningsloven) (Consolidating Act no. 433 of 22 April 2014).

7.3 DATA PROTECTION ACT

Information in the application will be registered in e-grant. You have upon request the right to be informed about changed and deleted personal data about you, which DFF has registered and stored cf. The Danish Data Protection Act (Act no. 419 of 31 April 2000, with later amendments) and the EU Regulation on data protection. Information given to the Secretariat will be transferred to Rigsarkivet, accordning to Danish Archive regulation (arkivloven) and regulation for Statens Arkiver.

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.

7.4 AUTHORITIES' RIGHT TO REQUEST OTHER INFORMATION

DFF reserves the right to obtain information on any previous and current applications you have submitted to Independent Research Fund Denmark, Innovation Fund Denmark and/or the Ministry of Higher Education and Science. Such information may be used in connection with the processing of your application, to the extent it is deemed relevant to the assessment of the current application.

7.5 PUBLICATION

In the event 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, any key figures for the grant and the size of the grant will be published in the Danish Research Database (www.forskningsdata-basen.dk/en) and appear on DFF's overview of projects Forskningsprojekter/projektgalleri. Furthermore, the popularised scientific description of the project may also be published on these two sites.

8 SUPPORT FOR YOUR APPLICATION

Independent Research Fund Denmark's secretariat can provide telephone and written guidance on the administrative and formal issues regarding this call and the application procedures. You may contact the DFF secretariat by telephone at +45 7231 8200 between 10 am and 2 pm on weekdays or by email: DFF-opslag@ufm.dk.

On DFF's website you can find answers to the most frequently asked questions:
https://dff.dk/en/application/questions-answers

The secretariat can unfortunately not provide guidance on scientific issues. DFF recommends that you contact your local research support unit instead and use peer feedback.

If you require help with using the e-grant system, please find more information here: https://ufm.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/e-grant

If you have technical queries, you can contact e-grant support by telephone at +45 3392 9190 between 9 am and 12 noon on weekdays or by email: support.e-grant@ufm.dk

If you have queries regarding an existing grant from DFF, you should contact the Administration and Grants Unit in the Danish Agency for Institutions and Educational Grants, which manages the administration of grants from DFF. You may contact the unit by telephone at +45 3392 9200 between 9am and 12 noon on weekdays or by email: bevilling@ufm.dk. On the unit's website, you can find answers to the most frequently asked questions regarding grants:
https://ufm.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/administration-of-grants