

Applicant Guide for Lundbeck Foundation Postdocs 2024

Deadline November 9, 2023 - 13:00 CET

*Please note that this is a guide ONLY for applications for Lundbeck Foundation Postdocs.
Read both the guide and the call text carefully for all requirements.*

Character count in the application system is including symbols and spaces.

Applications must be submitted in English no later than November 9, 2023 - 13:00 CET via the [Lundbeck Foundation application system](#).

***Please note that this is a guide showing the fields of the application form.
Your application must be submitted via the Lundbeck Foundation's application system.***

Contact information		
Field	Description	Help
E-mail		
First name		
Family name		
Country		
Address		Institution – where you are currently employed
Postal code		Institution – where you are currently employed
Phone		Your phone number
Date of birth		
Language		
Gender		
Academic degree		Highest academic degree
Position 1		
Position 2		

Project Information		
Field	Description	Help
Project title	Max 100 characters	
Summary of application	A description of the application that makes it possible for non-experts to understand what it is about. Max 1,500 characters	
Project start date	No earlier than 1 April 2024 and no later than 31 December 2024.	
Project end date		

Co-applicants and institute administrator		
Field	Description	Help
E-mail	<p>Co-applicants and mentors will receive an e-mail with a link to confirm the relationship to the applicant.</p> <p>An application <u>cannot</u> be submitted until a co-applicant and/ or mentor has confirmed this.</p> <p>Institute administrators will receive an e-mail but will not have to confirm.</p>	
Role	<ul style="list-style-type: none"> -Co-applicant -Mentor -Institute administrator 	An institute administrator can be added at any time (also after a decision has been made) to help administer the application and/ or grant if applicable.
First name		
Family name		
Phone		
Gender		
Position 1		
Academic degree		Highest academic degree
CV	<p>CVs (keep it short- max 1-2 pages) for each of the co-applicants and mentors.</p> <p>Max 2,500 characters</p>	
Publications	<p>Short (1 page) publication list for each of the co-applicants and mentors.</p> <p>Only include publications relevant to the project proposal.</p> <p>Max 2,500 characters</p>	

Enclosures		
Field	Description (if any)	Help
Images		
Name		
Description		
Image	<p>Only for Letters of support and commitment (no CVs or publication lists, this should be added in other relevant sections in the application form)</p> <p>Browse & Upload Only: .jpg Max size per image: 1 mb Max number of images: 6</p>	<p>Here you can upload:</p> <ul style="list-style-type: none"> - Letter(s) of Support - Letter of commitment
Document	<p>Only for Letters of support and commitment (no CVs or publication lists, this should be added in other relevant sections in the application form)</p> <p>Browse & Upload Only: .pdf Max size: 1 mb Max number of pdfs: 1</p>	<p>Here you can upload:</p> <ul style="list-style-type: none"> - One combined pdf of Letter(s) of Support and commitment

Application form		
Field	Description	Help
Confirmation	Confirmation that the applicant has read the entire call text and applicant guide.	Tick box
Type of postdoc	1. Scientist who has been in Denmark for a minimum of five years and who wishes to conduct research at a research institution outside Denmark for up to 36 months (and no less than 12 months) and who plan to return to Denmark to continue their research.	1. Scientists previously based in Denmark who already have moved abroad are eligible if the employment abroad is from March 2023 or later.

	<p>2. Scientist from abroad who wishes to conduct research in an established Danish research environment.</p> <p>3. Scientist in Denmark with a minimum of one-year international research experience from during or after their PhD. Change of research environment is required.</p>	<p><i>Note: you cannot apply for relocation costs if you have already moved.</i></p> <p>2. Scientists from abroad that already have a research position in Denmark are eligible if the employment is from March 2023 or later. <i>Note: you cannot apply for relocation costs if you have already moved.</i></p> <p>3. Scientists who apply to stay in their current group are eligible if the employment is from March 2023 or later.</p>
<p>Applicant's CV</p>	<p><u>Note: Mandatory CV structure.</u></p> <p>CV structure:</p> <ol style="list-style-type: none"> 1. Personal data: name, address, etc. 2. Current and most recent positions held (in reverse chronological order). Include the end date of your current employment contract. 3. Education (for academic degrees, list the date and year of obtaining the degree in reverse chronological order) 4. Scientific focus areas 5. International relations 6. Supervision of students 7. Presentations at scientific meetings 8. Scientific awards and honours 9. Research funding. List the research funding you have received thus far, if any <p>Max 10,000 characters</p>	
<p>Permanent e-mail</p>		
<p>Applicant's ORCID</p>		<p>If no ORCID, enter N/A</p>

Date of PhD degree	<p>You must have obtained a PhD less than four years before the application deadline (calculated from the date on the PhD diploma) or be able to document* that you are expected to gain your PhD within six months of the application deadline.</p> <p>Note rules for leave of absence apply (see call text).</p>	<p>*An enclosed letter of support from your main supervisor including the expected date of defense will be sufficient.</p>
Parental leave after PhD degree	<p>Number of weeks.</p> <p>If no leave, enter 0.</p>	<p>The PhD seniority of applicants will be reduced by the actual number of weeks of leave multiplied by 1.5. The calculation will be done by the Foundation.</p>
Other types of leave	<p>Number of weeks.</p> <p>Other types of leave (illness or family care) and/or clinical postgraduate education (klinisk basisuddannelse) after PhD degree.</p> <p>If no leave, enter 0.</p>	<p>The PhD seniority of applicants will be reduced with the actual number of weeks for other types of leave; and reduced with 12 months for applicants with clinical postgraduate education (Klinisk Basisuddannelse). The calculation will be done by the Foundation.</p>
Full publication list for applicant	<p><u>Note: Mandatory structure:</u></p> <p>Only published scientific articles and reviews or articles in press or preprints available on public repositories</p> <p>Reverse chronological order</p> <p>Full reference (all author names)</p> <p>Applicant name in bold</p> <p>For each publication, <u>briefly</u> describe your contribution(s)</p> <p><u>Do not</u> include citation reports (i.e. impact factor, H-index, etc).</p> <p>Max 50,000 characters</p>	

Applicant's scientific achievements	<p>We invite you to describe your most important scientific contribution(s). You are welcome to refer to your list of publications.</p> <p>Max 1,500 characters</p>	
Applicant's level of independence	<p>Describe- in your own words- your level of independence as a researcher.</p> <p>You can consider including examples of your experience in formulating and executing research projects (study design, statistical analysis of data, interpreting the results), writing of grant proposals, teaching and outreach activities (e.g. with students, patients, policymakers, and the public).</p> <p>Do not include information you already have provided in the application or in your included CV.</p> <p>Max 1,500 characters</p>	
Places where the project will be carried out, including duration (months)	<p>Provide a bulleted list over the places where the project will be carried out, including duration (in months).</p> <p>Provide the research group, department and institution.</p> <p>Max 1,500 characters</p>	<p>Remember to upload letters of support from heads of the research groups who will host the applicant in Denmark and, if applicable, abroad.</p>
Description of research environment(s)	<p>Provide information on the research environments in Denmark, and – if relevant to your application – abroad.</p> <p>In particular, include information on the host's suitability for your career development, why you have chosen to work there, the commitment of the host, and the scientific competences and facilities of the host.</p> <p>Max 2,500 characters</p>	
Future career plans	<p>Describe your future career plans. Include your plans to contribute to Danish neuroscience in the future and, if relevant, your plans to return to Denmark.</p>	

	Max 500 characters	
Project description	<p>Full project description – including scientific hypothesis/es, objectives, background, preliminary data, and methods.</p> <p>If relevant, include power calculations and a description of statistical methodology.</p> <p>Describe potential risks in the project and how these risks can be mitigated.</p> <p>If your project requires ethical approval- indicate the status of the approval (e.g. not submitted/submitted/ approved).</p> <p>Images (.jpg) should be pasted directly into the project description. Maximum number of images: 5. Maximum file size per image: 1 Mb. It is important to respect the maximum file size as images will otherwise get cropped in the resulting pdf.</p> <p>Max 12,500 characters.</p>	<p>The following questions should be addressed as part of an ambitious plan for the future research:</p> <p>What kind of new insights, results and/or new tools and methods may your research produce? How will your research redefine the research in its respective field?</p>
Literature references	Max 10,000 characters	Literature references cited in the project description.
Gender dimension in the research project	<p>Describe the gender dimension in your research <u>project</u>.</p> <p><u>Do not</u> describe the composition of the research group and environment here.</p> <p>Max 1,000 characters</p>	<p>Describe how the research project takes into account differences between gender in the experimental set-up and analysis.</p> <p>If it is not relevant to the project, state why.</p>
Anticipated outcomes	<p>List the anticipated outcomes of the project.</p> <p>Max 1,500 characters</p>	<p>In the scientific reports, you will be asked to assess the degree to which the project's anticipated outcomes have been realised.</p> <p>You will also be asked to assess the degree to which the anticipated</p>

		<p>outcomes provide conclusive evidence confirming or dismissing the initial hypothesis/es.</p> <p>Also see next section “Roadmap to Impact”</p>
<p>Anticipated outcomes in relation to neuroscience</p>	<p>This field is only relevant for non-neuroscience proposals:</p> <p>Comment on the anticipated outcomes you described above, in relation to potential short- or long-term benefit for the advancement of neuroscience and/or therapies for nervous system disorders.</p> <p>Max 1,500 characters</p>	<p>Also see next section “Roadmap to Impact”.</p> <p>If your proposal is within neuroscience write N/A.</p>
<p>Roadmap to impact- for outcomes related to the project</p>	<p>In this section we invite you to assume that the outcomes described in your anticipated outcomes section are <u>successfully realised</u>.</p> <p>We then ask you to reflect on who and what would be needed to take the outcomes further, as input for creating scientific and/or societal impact.</p> <p>Some examples for you to consider:</p> <p>WHO: Who are your stakeholders*?</p> <p>HOW: How will the stakeholders benefit from the results of the proposed research project?</p> <p>How and when will you make sure the right stakeholders are aware of the outcomes (beyond publishing)?</p> <p>Max 1,500 characters.</p>	<p>Stakeholder* is someone who would be interested in the outcomes of your project. Examples of stakeholders could be: other researchers and members of the scientific community, patients and patient associations, the health care system and governmental bodies, industry, and/or investors in the commercial markets. Others?</p> <p>We encourage you to be as specific as possible.</p> <p>You may find that reflections on the needs of potential stakeholders of the project outcomes can influence the project design itself.</p>

Roadmap to impact- your future career	<p>Here we ask you to reflect on the next steps of your career.</p> <p>For instance, you may consider:</p> <p>How will your career benefit from this grant and the project activities within it? Qualifications for next career step? Collaboration opportunities? Opportunities for learning state-of-the-art methods/activities?</p> <p>Max 1,500 characters.</p>	
Danish institution that will administer the grant	<p>Place in Denmark where the project will be administered: Institution, department and postal address.</p> <p>Max 500 characters</p>	<p>Remember to upload a letter of commitment from the institution, who approves the budget and must agree to administer the entire grant amount.</p>
Comments to the budget	<p>State information regarding:</p> <ul style="list-style-type: none"> - Funding already obtained for the project - Co-financing provided by your host institution <p>Additional information, if any.</p> <p>Max 2,000 characters</p>	
Funding applied elsewhere	<p>If funding for the present project has been applied for elsewhere, specify from where and when a decision will be made.</p> <p>Also include information on whether your host PI has an application under review at the Lundbeck Foundation at the time of your submission.</p> <p>If neither of the above are relevant, enter "N/A".</p> <p>Max 500 characters</p>	

Budget		
Field	Description	Help
Create entry	<p>The postdoc salary must comply with the collective agreement applicable to the Danish host institution and include centrally negotiated allowances and pension, and not other individual salary supplements.</p> <p>Cost for hybrid Open Access cannot be funded but Green Open Access publication is required.</p> <p>For travel-related costs (travel, accommodation, per diem, conference fees, etc.), a maximum of DKK 20.000/ year may be included in the budget.</p> <p>A maximum of 10% of the budget may be reserved for project-related, indirect costs, <u>if appropriately justified</u>. Type(s) of indirect costs and the amount <u>must be specified</u> in the budget.</p> <p>Note: For eligible type 1 or type 2 applicants (see descriptions under the field "Type of Postdoc"): The relocation costs and/or children lump sum – if justified – must be a separate budget entry in the application. The sum of the total budget may in this case exceed DKK 800,000/ year. The administration of the lump sum should be cleared with the institution administering the grant before sending the application.</p>	Only include budget items applied for.