

## Applicant Guide for Lundbeck Foundation Fellowships

Deadline 13:00, 4 September 2024

*Please note that this form is ONLY for applications for Lundbeck Foundation Fellows.*

Character count in the application system is including symbols and spaces (indicated at the bottom of the field boxes). Note that you will receive an error message if the number of characters in a given field exceeds the specified maximum number.

Do not add your mentor to the co-applicant field.

Applicants may only upload enclosures as images (.jpg), not documents (i.e. not pdf, xls, doc, etc).

Applications must be submitted in English 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 Lundbeck Foundation’s application system.**

<b>Contact information</b>		
<b>Field</b>	<b>Description (if any)</b>	<b>Help</b>
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		

<b>Project Information</b>		
<b>Field</b>	<b>Description (if any)</b>	<b>Help</b>
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 April 2025 and no later than January 2026.	
Project end date		

<b>Application form</b>		
<b>Field</b>	<b>Description (if any)</b>	<b>Help</b>
Scientific achievements/ discoveries	<p>List your most important scientific achievements/discoveries and explain their impact.</p> <p>You are welcome to refer to the list of publications.</p> <p>Max 3,000 characters</p>	
Applicant's CV	<p>Mandatory CV structure:</p> <ol style="list-style-type: none"> <li>1. Personal data: name, address, etc.</li> <li>2. Education (for academic degrees, list the date and year of obtaining the degree).</li> <li>3. Current and most recent positions held. In case of temporary employment, state the termination date of the employment contract.</li> <li>4. Scientific awards and honours.</li> <li>5. Scientific focus areas.</li> <li>6. International relations.</li> <li>7. Supervision of PhD and Masters' students.</li> <li>8. Invited and keynote lectures.</li> </ol> <p>Max 10,000 characters</p>	
Date of PhD degree	<p>You must have obtained your PhD no more than 8 years ago (from the date on the PhD diploma) at the application deadline.</p> <p>Note that rules for leave of absence apply (see call text).</p>	
Maternity or paternity 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>Include only published scientific articles and reviews or articles in press and preprints available on public repositories.</p> <p>State author role (e.g. first or last author)</p> <p>Max 50,000 characters</p>	
ORCID for applicant	If no ORCID, enter N/A	
Permanent e-mail		
Support letters	<p>Support letters must be uploaded as pictures using the 'Enclosure' tab.</p> <p>Max 100 characters</p>	
Group Leader	<p>State briefly your experience as a group leader. How do you believe a fellowship grant will help you develop as a research leader and contribute to your career?</p> <p>Max 500 characters</p>	
If resubmission of application	<p>Comments on feedback and changes/progress made since your last application to the LF Fellowship programme.</p> <p>State “Not applicable” if not relevant.</p> <p>Max 1,000 characters</p>	
Project description and anticipated outcomes	<p>Full project description - including objectives, background, preliminary data, methods and anticipated outcomes.</p> <p>The following questions should be addressed as part of an ambitious plan for the future research:</p> <ul style="list-style-type: none"> <li>• What kind of new insights, results and/or new tools and methods may your research produce?</li> <li>• How will your research redefine the research in its respective field?</li> <li>• How may your research have implications for human health?</li> </ul> <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>Anticipated project impact</p>	<p>State in 3-5 bullet points the anticipated scientific and/or societal impact of the project assuming that the project outcomes will be successfully realised at the end of the project period.</p> <p>Note that the (number of) publications are not considered to create impact in their own right; only the results presented therein can be considered to create impact.</p> <p>Also see Help-button.</p> <p>Max 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 outcomes provide conclusive evidence confirming or dismissing the initial hypothesis/es.</p>
<p>Roadmap to impact</p>	<p>In this section we invite you to assume that the outcomes of the proposed project are <u>successfully realised</u>.</p> <p>Then we 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> <ul style="list-style-type: none"> <li>• Who* will, and how will they, benefit from the results of the proposed research project?</li> <li>• How and when will you make sure the right stakeholders are aware of the outcomes (beyond publishing)?</li> <li>• That the data obtained could support a larger grant or patent application</li> <li>• New collaboration opportunities</li> </ul> <p>Max 1,500 characters.</p>	<p>* Who, i.e. stakeholders, could be:</p> <p>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, etc.</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 often influence the project design itself.</p> <p>Also elaborate on your own role in how and when you will ensure that the outcomes from the project</p>

		will be used by possible stakeholders.
Literature references	Literature references cited in the project description.  Max 10,000 characters	
Gender dimension in your research project	Describe the gender dimension in your <u>research project</u> .  Do not describe the composition of your lab members.  Max 1,000 characters	Describe how the <u>project</u> takes into account differences between genders in the experimental set-up and analysis.  If this is not relevant to the project, state why.
Description of the research group	Description of the research group that you will establish or expand (postdocs, PhD's or Master Students). Include considerations about your approach to academic leadership and to ensure diversity in your research group.  Max 1,500 characters	
Collaborations and recruitment	Provide information on collaborations and how you envision attracting junior and senior researchers to your research group.  Max 1,500 characters	
Description of the research environment(s)	Provide information on your future research environment in Denmark.  Explain why you have chosen to work there and include information on the host's suitability for your career development.  Elaborate on what defines a good research environment and in which ways good research leadership can develop such an environment.  Max 2,500 characters	
Host institution	Place where the project will be carried out: Institution and department.  A host letter should be uploaded as pictures using the 'Enclosure' tab.  Max 1,000 characters	
Mentor	The resident researcher at the host institution, who will mentor you in the process of establishing a research group as an integral part of the research environment there.	

	<p>A mentor letter should be uploaded as pictures using the 'Enclosure' tab.</p> <p>Don't add mentor as co-applicant.</p> <p>Max 200 characters</p>	
Mentor CV and publications	<p>Short CV and publication list for the mentor.</p> <p>Max 5,000 characters</p>	
Research funding	<p>List the most competitive research funding you have received, and describe the impact for each grant.</p> <p>Max 1,500 characters</p>	
Non-confidential abstract	<p>- to be used for identifying peer reviewers.</p> <p>Max 1,000 characters</p>	
Keywords	<p>Please include up to 6 key words (Medical Subject Headings, MeSH)</p>	
Comments to the budget	<p>Budget information and additional information, if any.</p> <p>State information regarding a) funding already obtained for the project, b) co-financing provided by your host institution, c) funding applied from other sources.</p> <p>Here you can also add additional information if there are special circumstances and explanations needed related to one or more entries in your budget.</p> <p>If the applicant is moving to Denmark from abroad, you may additionally apply for up to DKK 100,000 to cover your relocation costs. To qualify for this, it is a prerequisite that you do not live in Denmark at the time of application and you over the past 3 years have not lived in Denmark for more than 3 months. This must be a budget entry in the application. The relocations costs may be added on top of the DKK 10 million budget limit.</p> <p>Note description under Help-button.</p> <p>Max 2,000 characters</p>	<p>Budgets for salaries must reflect the anticipated actual cost.</p> <p>Any other individual salary supplements must be specified in the budget for approval by LF.</p> <p>A maximum of 10% of the budget may be reserved for project-related, indirect costs, if appropriately justified.</p> <p>Type(s) of indirect costs and the amount must be specified in the budget.</p> <p>You may include publication-related costs, including Open-Access fees.</p>

<b>Budget (see comments to budget above)</b>		
<b>Field</b>	<b>Description (if any)</b>	<b>Help</b>
Create entry		

<b>Enclosures</b>		
<b>Images</b>		
<b>Field</b>	<b>Description (if any)</b>	<b>Help</b>
Name		
Description		
Image	Browse & Upload <b>Only: .jpg</b> Max size of image: 1 mb Max number of enclosures: 8	Here you can upload Letter(s) of Support, Mentor letter, recommendations etc.

<b>Co-applicants and institute administrator</b>		
<b>Field</b>	<b>Description (if any)</b>	<b>Help</b>
E-mail	Co-applicants will receive an e-mail with a link to confirm the relationship to the applicant.  An application <u>cannot</u> be submitted until a co-applicant has confirmed this.  Institute administrators will receive an e-mail but will not have to confirm.	
Role	-Co-applicant -Institute administrator  Do not add your mentor in this field.	An institute administrator can be added at any time to help administer the application and/ or grant if applicable.
First name		
Family name		
Phone		
Gender		
Position 1		
Academic degree	Highest academic degree	
CV		
Publications		