Applicant Guide for Lundbeck Foundation
Early-Career Clinician Scientists

Deadline November 9, 2023 - 13:00 CET

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

Character count in the application system is <u>including</u> symbols and spaces.

Applications must be submitted in English no later than November 9, 2023 - 13:00 CET via the <u>Lundbeck Foundation application system</u>.

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	Co-applicants and mentors 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 and/ or mentor has confirmed this. Institute administrators will receive an e-mail but will not have to confirm.	
Role	-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	CVs **(keep it short- max 1-2 pages)** for each of the co-applicants and mentors. Max 2,500 characters	
Publications	**Short (1 page)** publication list for each of the co-applicants and mentors. **Only include publications relevant to the project proposal.** Max 2,500 characters	

Enclosures

Images		
Field	**Description (if any)**	**Help**
Name		

Description		
Image	**Only for Letters of support and commitment** **(no CVs or publication lists, this should be added in other relevant sections in the application form)** Browse & Upload Only: **.jpg** Max size per image: **1 mb** Max number of images: 6	Here you can upload: - Letter(s) of Support - Letter of commitment
Document	**Only for Letters of support and commitment** **(no CVs or publication lists, this should be added in other relevant sections in the application form)** Browse & Upload **Only: .pdf** Max size: 1 mb Max number of pdfs: 1	Here you can upload: - One combined pdf of Letter(s) of Support and commitment

Application form		
Field	**Description (if any)**	**Help**
Confirmation	Confirmation that the applicant has read the entire call text and applicant guide.	Tick box
Applicant's CV	<u>Note: Mandatory CV structure</u>. CV structure: 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 Max 10,000 characters	
Permanent e-mail		
Applicant's ORCID		If no ORCID, enter N/A
Date of completed clinical internship (KBU)		
Date of PhD degree	Date of PhD degree or the expected date of PhD defence (must be within six months of the application deadline). For the latter include a letter of support from the main supervisor.	
Your specialisation plans	Describe the current plan for your specialisation programme. Max 500 characters	
Full publication list for applicant	Note: Mandatory structure: Only published scientific articles and reviews or articles in press or preprints available on public repositories Reverse chronological order Full reference (all author names) Applicant name in bold For each publication, briefly describe your contribution(s) Do not include citation reports (i.e. impact factor, H-index, etc). Max 50,000 characters	

Applicant's scientific achievements	We invite you to describe your most important scientific contribution(s). You are welcome to refer to your list of publications. Max 1,500 characters	
Applicant's level of independence	Describe in your own words your level of independence as a researcher. 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). Do not include information you already have provided in the application or in your included CV. Max 1,500 characters	
Places where the project will be carried out, including duration (months)	Provide a bulleted list over the places where the project will be carried out, including duration (in months). Provide the research group, department and institution. Include time periods and proportion of work time (%) spent on the project: -In the first project year 100% of the time must be towards the project. -For the following years at least 20% of the time should be allocated to the project and at least 20% of the time should be allocated to clinical duties Max 2,000 characters	Remember to upload letter(s) of support from head(s) of the research groups who will host the applicant in Denmark and, if applicable, abroad.
Description of the clinical, and if relevant other, research environment(s) where the research will be conducted	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. Max 2,500 characters	

Project description	Full project description – including scientific hypothesis/es, objectives, background, preliminary data, and methods. If relevant, include power calculations and a description of statistical methodology. Describe potential risks in the project and how these risks can be mitigated. If your project requires ethical approval- indicate the status of the approval (e.g. not submitted/submitted/ approved). 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. Max 12,500 characters.	The following questions should be addressed as part of an ambitious plan for the future research: 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?
Literature references	Max 10,000 characters	Literature references cited in the project description.
Gender dimension in the research project	Describe the gender dimension in your research <u>project</u>. <u>Do not</u> describe the composition of the research group. Max 1,000 characters	Describe how the project takes into account differences between gender in the experimental set-up and analysis. If it is not relevant to the project, state why.
Anticipated project outcomes	List the anticipated outcomes of the project. Max 1,500 characters	In the annual scientific reports, you will be asked to assess the degree to which the project's anticipated outcomes have been realised. You will also be asked to assess the degree to which the anticipated outcomes provide conclusive evidence confirming or dismissing the initial hypothesis/es.

		Also see next sections "Roadmap to Impact"

Roadmap to impact-
 	
for outcomes related to the project
	In this section we invite you to assume that the outcomes described in your anticipated outcome section are <u>successfully realised</u>.
	
	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.
	
	Some examples for you to consider:
	
	WHO:
	    Who are your stakeholders*?
	
	HOW:
	    How will the stakeholders benefit from the results of the proposed research project?
	
	    How and when will you make sure the right stakeholders are aware of the outcomes (beyond publishing)?
	
	Max 1,500 characters.
		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?
		
		We encourage you to be as specific as possible.
		
		You may find that reflections on the needs of potential stakeholders of the project outcomes can influence the project design itself.

Roadmap to impact-your future career	Here we ask you to reflect on the next steps of your career. For instance, you may consider: How will your career benefit from this grant and the project activities in it? Qualifications for next career step? Collaboration opportunities? Opportunities for learning state-of-the-art methods/ activities? Max 1,500 characters.	

Danish institution that will administer the grant	Place in Denmark where the project will be administered: Institution, department and postal address. Max 500 characters	Remember to upload a letter of commitment from the institution, which must agree to administer the entire grant amount.
Comments to the budget	State information regarding: - funding already obtained for the project - co-financing provided by your host institution - additional information, if any If the applied project is planned to be part of a larger project, indicate the total budget sum for the larger project. However, in the budget field below, <u>only include budget items related to the amount applied for.</u> Max 2,000 characters	
Funding applied elsewhere	If funding for the present project has been applied for elsewhere, specify from where and when a decision will be made. Also include information on whether your host has an application under review at the Lundbeck Foundation at the time of your submission. If neither of the above are relevant, enter "N/A". Max 500 characters	

Budget

Field	Description (if any)	Help
Create entry	The salary must comply with the collective agreement applicable to the Danish host institution and only include centrally negotiated allowances and pension. Personal pay supplements for clinical duties (e.g. shift supplement) or academic duties (e.g. PhD or supervisor supplements) and other individual salary supplements cannot be covered by the grant. Cost for hybrid Open Access cannot be funded but Green Open Access publication is required. For travel-related costs (travel, accommodation, per diem, conference fees, etc.), a maximum of DKK 20.000/ year may be included in the budget. For applicants staying at least 12 months abroad (see call text): The relocation costs and/or children lump sum related to the stay(s)- if justified - must be a separate budget entry in the application. The sum of the total budget may in this case exceed DKK 2,5 million. The administration of the lump sum should be cleared with the institution administering the grant before sending the application. A maximum of 10% of the budget may be reserved for project-related, indirect costs, if appropriately justified. Type(s) of indirect costs and the amount must be specified in the budget.	Only include budget items applied for.