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Benefitting people and society

Guidelines for applicants

DD2 RESEARCH GRANT



Facts about the call

Total amount available for granting:
Up to DKK 24.5 million

Amount available per grant:
From DKK 1 million to up to DKK 5 million per grant

Call opens: **29 August 2024** Call closes: **10 December, 2:00 PM CET**

Applicant notification:
May 2025

Earliest start date: **1 August 2025** Latest start date: **1 August 2026**

Review committee:
Committee for Endocrinology and Metabolism

Contacts:

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Project Manager	Grant Manager
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All Grant Recipients must comply with the [‘General Terms and Conditions’](#) for grants from the Novo Nordisk Foundation (the Foundation).

The Foundation will treat all applicant and application information confidentially. Read more about how the Foundation processes personal data under ‘privacy & security’ in the online application system, NORMA. See how to access NORMA in section 2 of these guidelines.

You can find more information about the Foundation’s application and granting process at the [NORMA Help Centre](#). Detailed information about the different parts of the application is available in NORMA.



1 DD2 RESEARCH GRANT

1.1 Purpose

With this call, the Novo Nordisk Foundation wishes to support the cardiometabolic research environment in the Nordic countries, while enhancing the use of 'Danish Center for Strategic Research in Type 2 Diabetes' (DD2) data, with a particular focus on promoting DD2 to new and external researchers.

The purpose of the call 'DD2 Research Grant' is to promote cohort-related research within the field of cardiometabolic diseases (CMDs), while maintaining and improving a unique Danish type 2 diabetes (T2D) resource. Using DD2 data, projects supported by the 'DD2 Research Grant' should lead to better understanding, treatment and prevention of T2D complications, its interactions with other CMDs and improved quality of life for people with T2D.

To find out more about the DD2 cohort profile, please refer to:

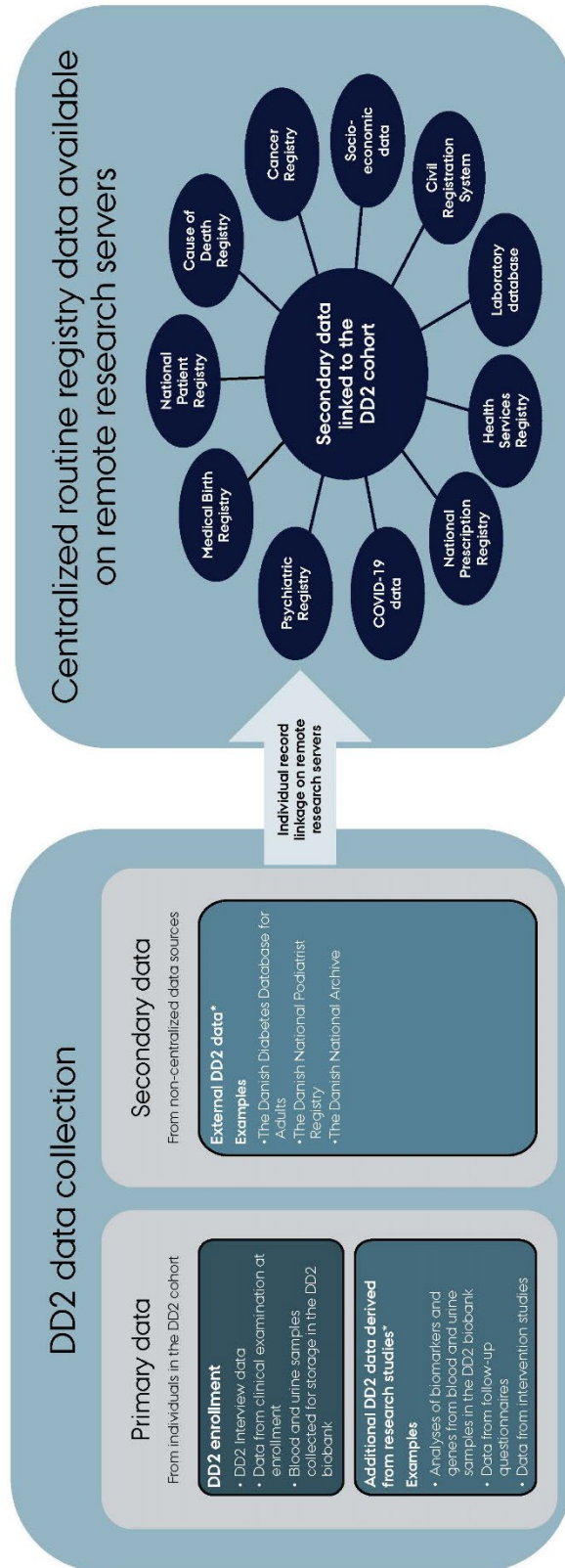
<https://dd2.dk/forskning/projektoversigt/projekter/dd2-cohort-profile>

1.2 Areas of support

Areas supported include genetic and epidemiological research, registry studies focusing on long-term clinical event follow-up, and analysis of temporal changes in biomarkers, medication use, socioeconomic conditions, diabetes complications, etc. While the focus is primarily on cardiometabolic diseases, projects that will use DD2 data to study interactions such as increased risk of infections, cancer, mental disorders and inequity in health will also be considered.

1.3 About DD2

DD2 is a T2D resource with a variety of biological samples and clinical data that can be used in broad applications relevant to T2D. At present, the DD2 dataset includes data from more than 11,500 people with newly clinically diagnosed T2D along with data on lifestyle and selected biomarkers. The DD2 data can under the Danish legislation be combined with long-term follow-up from the Danish health care registries including data on biomarkers, medication, socioeconomic conditions, complications, and survival. See figure* below.



*Kristensen FPB, Nicolaisen SK, Nielsen JS, et al. Submitted to Clinical Epidemiology.

To use DD2 data for a research proposal, you must fill in and send a DD2 protocol which will be evaluated by the DD2 Scientific Advisory Board (<https://dd2.dk/om-dd2/scientific-advisory-board>).

If you need guidance in connection with the preparation of the protocol, you are welcome to contact research manager Kurt Højlund (kurt.hoejlund@rsyd.dk) and program manager Jens Steen Nielsen (jens.steen.nielsen@rsyd.dk).

You can download the protocol template here: <https://novonordiskfonden.dk/grant/dd2-research-grant-2024/> or you can obtain the protocol template from DD2.

1.4 Eligibility

- Projects must be anchored at a hospital, university, or other non-profit research institution in a Nordic country (Denmark, Faroe Islands, Finland, Greenland, Iceland, Norway or Sweden).
- The profile of main applicants may be experienced basic or experimental researchers or clinicians who are in the process of establishing themselves as independent researchers.
- Early-career researchers such as senior PhD's, postdocs and assistant professors are encouraged to apply.
- Applicants that are new users of DD2 data will be prioritised during the evaluation.
- Master students are not eligible to apply (as main applicant or co-applicant).
- As the aim of the call 'DD2 Research Grant' is to enhance the use of the DD2 resource to external researchers, applicants and co-applicants cannot be:
 - i) employed by the DD2 organisation or in any way be financially supported by DD2,
 - ii) a member of the DD2 Board of Directors, or
 - iii) a member of the DD2 Scientific Advisory Board.
- As a main applicant, you may submit only one application for a 'DD2 Research Grant' in the same calendar year. If you submit more than one application as a main applicant, only the first application submitted will be evaluated, while any subsequent applications will receive an administrative rejection.

Co-applicants

The research project can comprise a main applicant and up to two co-applicants. If co-applicants are part of the application, the project description should clearly describe the role of the co-applicant(s) and the budget should clearly indicate the share of the total budget allocated to them.

You can be a co-applicant on up to two applications for a 'DD2 Research Grant' in the same calendar year.

1.5 Funding

A total of up to DKK 24.5 million is available for grants between DKK 1 million and up to DKK 5 million for projects lasting from 1 to 3 years.

Applicants may apply for funding for the following types of expenses directly related to the project:

- Salary for main applicant (up to the level of non-tenured associate professor) for all or part of the project period.
- Salary for technicians, bioanalysts, and other technical assistance, including laboratory administrators.
- Salary for postdoctoral researchers.
- Salary for Ph.D. students (including tuition fee up to DKK 80,000 per year, which must be specified in the budget).
- Salary for research-year students, up to DKK 150,000 per budget year.
- Salary for employees or project consultants at all staffing levels, including project management; however, researchers in permanent positions will not receive funding for their own salary.
- Travel expenses in relation to the project, e.g. conference and workshop participation and presentation of research results derived from the project, up to DKK 25,000 per budget year.
- Other travel expenses that are directly related to the project, e.g. for experiments carried out in other labs for a limited period of time.
- Publication of results originating from the project, up to DKK 50,000 per budget year.
- Communication and outreach in the form of conferences, books, articles and other dissemination directly related to the project.
- Equipment required for the project, up to DKK 200,000 per budget year.
- Expenses for data management and data registry.
- Expenses for biological analysis including harvest and return of samples from the DD2 Biobank.
- Operating expenses: Direct expenses for developing, implementing and operating the project, including materials and equipment.
- Consumables, materials, animals, services, etc., directly related to the project.
- Administrative support (not applicable to Danish universities)
- Bench fee (not applicable to Danish universities)
- Project supplement (Danish universities only)

Full-time equivalents (FTEs)

For each salary entry, please specify the FTE in years within the designated FTE field. This will indicate the proportion of a full-time position that the project funding will support for each year of the grant period. One full-time employee for one year equals 1.0 FTE.

Bench fee (not applicable to Danish universities)

Bench fee can be included in the budget for support of individual researchers to cover expenses needed to conduct the proposed research.

Bench fee is calculated per academic employee ly working on the project. It may only be used for expenses related to the research project which cannot be included within another individual budget category. Bench fee may account for a maximum of DKK 8,000 per month per FTE. The budget must specify the expenses covered by the bench fee, which may include:

- Common or shared laboratory expenses and consumables
- Laboratory utilities (electricity, gas, water)
- Maintenance of essential equipment
- Service contracts
- Technical and IT support

PLEASE NOTE that bench fee cannot cover rent, administrative support, representation, social contributions etc. A valid bench fee policy in line with the Foundation's requirements must be available at the time of application, and this official documentation from the administrating/co-applicant's institution must be provided upon request.

Project supplement for research grants: (Danish universities only)

The project supplement contributes to the coverage of indirect costs at Danish universities, and replaces budget posts such as administrative costs, bench fee and parental leave.

More information on the joint model for project supplement is found at [Universities Denmark's website](#). Questions related to the project supplement should be directed to the research support units at your university.

Administrative support (not applicable to Danish universities)

Administrative support may account for a maximum of 5% of the total budget and must be included therein. The administrative support:

- can cover expenses such as for accounting, payment of salaries, purchasing, hiring, as well as auditing and financial reporting on the project
- cannot cover administrative expenses that are not directly related to the project
- can via the host institution be shared between the institutions of the main- and co-applicant(s), as detailed in the application budget
- is not automatically included in the grant and must be stated/applied for in the application budget but should not be specified in detail

The Foundation will not award funding for:

- Commercial activities
- Overhead/indirect costs (such as rent, electricity, water and maintenance)
- Double funding of projects:
 - If the applicant has received funding for the proposed project from other sources, in part or in full, this must be accounted for in the budget, as no budgetary overlaps are allowed.
 - If an identical or overlapping project proposal has been submitted to other funding institutions than the Foundation, it must be noted in the application.
 - If the applicant receives funding for the project, or parts of the project, from other sources following submission of the application to the Foundation, the Foundation must be informed immediately.

1.6 Language

The application and all additional materials must be submitted in English.

1.7 Application process



Application system opens	29 August 2024
Application deadline	10 December 2024, 2:00 PM CET
Screening of applications	January: Screening by DD2 Scientific Advisory Board
Evaluation of applications	February: Evaluation by external committee
Applicant notification	May 2025
Earliest start date	August 2025

When all applications have been assessed, applicants will be notified about whether they have been awarded a grant. The notification e-mail will be sent from norma-noreply@novo.dk to the e-mail address used when creating a profile in NORMA.

PLEASE NOTE: The Foundation does not provide feedback in case an application is declined.

1.8 Assessment criteria

The Novo Nordisk Foundation's [Committee on Endocrinology and Metabolism](#) will primarily assess the applications based on the following criteria:

- The quality, novelty and feasibility of the proposed research.

- The scientific use of DD2 data and how the research project may potentially enrich the DD2 resource.
- Potential impact of the project in understanding the aetiology, diagnosis, treatment, or prevention of cardiometabolic diseases.
- Whether the applicant has demonstrated the ability to carry out research at a high international level.
- The current performance of the applicant.
- The environment within which the research will occur.

Additional information about the assessment of the applications:

As one of the key aims of the 'DD2 Research Grant' is to promote the DD2 resource to external researchers, applicants that are new users of DD2 data will be prioritised.

Further, early- to mid-career researchers such as postdoctoral fellows, assistant professors, non-tenure-track associate professors will be prioritised.

NNF performs screening based on administrative criteria. As part of this screening, the DD2 Scientific Advisory Board will be consulted and review/screen parts of the applications for ethical compliance, duplication of projects, feasibility, etc. See section 3.4 for project description requirements.

If you have an active grant from the Foundation, this may be taken into consideration in the evaluation of your application for a new grant. In general, it is recommended that the main applicant has delivered results on the active grant(s) before submission of a new application to the Foundation.

If you apply while having an active grant from the Foundation, you must describe how the project you propose in this application is different from and/or coherent with the project(s) already funded and briefly describe the progress of the already funded project(s). This information should be included in the **Project Description**.



2 The application and grant management system NORMA

2.1 Creating and submitting an application

The Foundation uses the application and grant management system NORMA:

<https://norma.novonordiskfonden.dk>

If you do not have a user profile in NORMA, you can create one by clicking **Register** on the login page. The main applicant should only have one user profile. Please use your work e-mail address for registration.

The registered user who submits an application will be legally responsible for the truthfulness of the content of the application.

You can find guidance on how to create and submit an application at: [NORMA Help Centre](#).

If you experience technical problems and cannot find a solution in the NORMA Help Centre, please contact NORMA Support: norma-support@novo.dk.



3 Application content

This section provides guidelines on the content required in the sections of the online application form for this call. Detailed information about the different parts of the application is available in NORMA.

3.1 Applicant

The **Applicant** tab pertains to information about all those involved in an application, meaning the main applicant or contact person applying on behalf of an organisation/institution as well as any co-applicants.

For eligibility criteria, please refer to section 1.4 above.

CV for main applicant can be a maximum of 4,000 characters. Please include in your CV: A short bibliographic overview summarizing total number of peer-reviewed publications, number of first authorships, number of corresponding authorships, number of citations, and h-index.

Publications list for main applicant. Can be a maximum of 5,000 characters (including spaces, line breaks and special characters). Please only include the 10 most relevant publications for evaluating your merits. Include a complete specification of all authors for each publication. Applicants are strongly encouraged to provide a full list of publications in ORCID.

3.2 Co-applicant(s)

For this call, up to two co-applicants are allowed for the application. Co-applicants are expected to actively participate in organising and implementing the project and should, consequently, be allocated a share of the grant. The project description should clearly describe the role of all co-applicants, and the budget should clearly indicate the co-applicants' allocation of the total budget. Co-applicants must be invited through NORMA and subsequently enter their details in the system. Please follow the instructions in NORMA on how to invite co-applicants to your application.

Please note that co-applicants can read, edit and upload information into the application portal, **but only the main applicant is able to submit the final application.**



Inviting co-applicants can be time-consuming.

Please invite any co-applicant(s) as soon as possible and well in advance of the submission deadline.

3.3 Institution

Please provide information about the institution where the grant will be administered. This institution is where the main applicant will be employed during the grant period, and the institution that will ultimately be responsible for administering and allocating the grant, including budgeting, financial reporting and staff supported by the grant.



It can take up to five working days to register a new administrating institution in NORMA.

The application cannot be submitted before the institution has been registered.

3.4 Proposal

Describe the project using the fields in the **Proposal** tab.

PROJECT TITLE

Please provide a short title for the project (maximum 150 characters, including spaces).

BRIEF PROJECT DESCRIPTION

(maximum 2,000 characters, including spaces, line breaks and special characters)

Please provide a brief stand-alone summary of the project describing its purpose and primary methodologies and activities.

PROJECT DESCRIPTION

(maximum 20,000 characters, including spaces, line breaks and special characters)

Please describe your proposed research project in detail, including purpose, background, methods, feasibility, collaborations, and the significance/potential impact of the project. Clearly describe how the use of DD2 data specifically will enrich the project and scientific outcome. Successful projects will seek to improve understanding of the aetiology, diagnosis, treatment, or prevention of cardiometabolic diseases using DD2 data.

Please include a short paragraph on how the proposed project is different from and/or coherent with project(s) already funded.

NOTE that all applicants must complete the [DD2 protocol template](#) and submit it as an appendix. Please refer to section 1.3 ('About DD2') for more information and link to the DD2 protocol template.

If you are applying for funding of an ongoing project already funded by NNF, you must describe progress of the project and results obtained. Abbreviations should be defined at the first use, and preferably a list of abbreviations should be included in the project description.).

ILLUSTRATION UPLOADS

A maximum of four illustrations can be uploaded here.

The following file formats for illustrations are accepted in the system: JPG, JPEG, PNG and BMP. The maximum accepted size for each illustration is 50 MB and 1050*1650 pixels.

LITERATURE REFERENCES

Please provide the reference information for the literature cited in the project description (maximum 8,000 characters, including spaces, line breaks and special characters).

LAY PROJECT DESCRIPTION

Please provide a brief summary for non-experts in lay language. If the application is awarded a grant, the text may be used for publication (maximum 1,000 characters, including spaces, line breaks and special characters).

3.5 Budget

Enter the project grant period, and the budget template will become available. Only budget information submitted via the **Budget** tab will be considered in the review process. Any additional budget information attached under **Appendices** (or any other tabs) will not be considered.

3.6 Appendices

- **DD2 protocol template.** This document will be reviewed by the DD2 Scientific Advisory Board for an objective evaluation of ethical compliance, participant consent, duplication of projects etc.

- **Hosting letter** from the institution of the main applicant (that will function as the administrating institution if granted). The letter must confirm that the project will take place at the given institution and that the institution will provide the required infrastructure, such as laboratory and office space, and administration of the grant.

Please note: The hosting letter must be signed by the management. If the main applicant is Head of Department or otherwise part of the management, the hosting letter must be signed by someone from the management level above the main applicant.

All uploads must be in PDF format. NORMA automatically places these uploads at the end of the application. Appendices other than those specified here are not permitted and will not be included in the evaluation.