

Guidelines for applicants

PROJECT GRANTS IN CLINICAL AND TRANSLATIONAL MEDICINE 2024



Facts about the call

Total amount available for granting:
DKK **69** million of which DKK **10** million is earmarked for projects on interactions between infectious diseases and cardiometabolic diseases.

Amount available per grant:
Up to DKK **3,480,000 million per grant**

Call opens:
June 20, 2024

Call closes:
August 28, 2024 (14:00 CEST)

Applicant notification:
Mid December 2024

Earliest start date:
January 1, 2025

Latest start date:
December 31, 2025

Review committee:
The Committee on Clinical and Translational Medicine

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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 Project grants in clinical and translational medicine 2024

1.1 Purpose

The objective of this call is to broadly promote Danish clinical or translational research of high international level to carry out research projects of 1-3 years duration.

The research should involve patients/humans and/or clinical practice, diagnostic or therapeutic methods, but can also involve established animal models.

1.2 Areas of support

The research should involve patients/humans and/or clinical practice, diagnostic or therapeutic methods, but can also involve established animal models. The overall goal is to support medical research with clear relevance to patients and human health. The research fields could be within, but not limited to: patients and disease related research, translational and clinical research, research in: disease mechanisms; treatment methods; disease trajectories, epidemiology; diagnostic methods; public health and family medicine, intervention studies, register-based research, proof-of-concept studies, pilot projects, initial clinical trials and clinical testing etc.

Projects within the field of endocrinology and metabolism, relating to cellular energy homeostasis, and hormonal disorders of the endocrine system, **must be** applied for within 'Project Grants in Endocrinology and Metabolism – Nordic Region'.

Projects of a fundamental research character within biomedicine with no direct clinical relevance **must be** applied for in the call 'Project Grants in Bioscience and Basic Biomedicine'.

1.3 Eligibility

The research activities applied for must be anchored and administrated at a university, hospital or other non-profit research institution in Denmark.

Principal investigators only are eligible to apply, and the applicant must be guaranteed his or her own salary for the entire applied project period.

Please note, that it is **not possible to have or register co-applicants** for this specific call.

Applications from Master students, PhD students and Postdocs will not be taken into consideration.

Project grants in clinical and translational medicine are individual grants at the disposal of the applicant. If the applied project involves collaboration, the collaboration and the nature of the collaboration should be described in the project description, but the applicant must be the clear driver of the project.

You may submit only one application for a 'Project Grant' to the Novo Nordisk Foundation in the same calendar year within 'Clinical and translational medicine', 'Basic Biomedicine' and 'Endocrinology'. If you submit more than one application, only the first application submitted will be evaluated, while any subsequent applications will receive an administrative rejection.

You may submit other applications for e.g. Tandem Programme, Investigator Programmes, Collaborative grants or Innovation grants within the same calendar year but **only if** they cover different research proposals and different budget posts.

1.4 Funding

A total of up to DKK 69 million is available for grants between DKK 300,000 and DKK 3,480,000 for projects lasting between 1-3 years.

DKK 10 million are earmarked for '**Interactions between infectious diseases and cardiometabolic diseases**' for projects up to DKK 3,480,000.

Infectious diseases (ID) and cardiometabolic diseases (CMD) are two major global health challenges that affect millions of people every year. While these are distinct types of disease, there is growing evidence that they interact in complex ways, and that these interactions influence the risk, severity, and prognosis of both types of disease.

In this application round there will be a special emphasis on research projects focused on or related to novel clinical and translational research aimed at improving our understanding of the dual-burden and interactions between IDs and CMDs.

If you wish your application to be considered for this initiative, you should clearly indicate this in your application by ticking the box 'IDs and CMDs' found under the tab Proposal.

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

- Salary for research and technical assistance, including postdoctoral researchers, PhD students (incl. tuition fee up to DKK 80,000 per budget year), technicians and research-year students.
- Operating expenses, e.g. lab consumables, chemicals and reagents, research animals, sequencing/proteomics and other analysis services directly related to the project.
- Equipment required for the project, however not exceeding 20% of the budget total.

- Travel expenses in relation to the project, i.e. conference and workshop participation and presentation of research results, up to DKK 50,000 per budget year.
- Other travel expenses directly related to the project, i.e. experiments carried out in other labs for a limited period.
- Publication of results emanating from the research project, up to DKK 50,000 per budget year.
- For Danish Universities only, the new agreement on Project Supplement applies, under which all approved project specific scientific university FTEs (PhDs, post docs and research assistants) trigger a yearly fixed project supplement to the Universities.
- Bench fee: Must be specified in the budget, and may only be used for operating expenses, lab consumables, and access to lab space and facilities that cannot be included within another individual budget category. To include a bench fee in the budget, the fee must be part of the general expenses policy of the institute/institution and apply for all employees for which the policy concerns. Maximum DKK 8.000 per month per FTE working on the project and who's salary is covered by this grant.
- Administrative expenses (up to 5% of the funding applied for).

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) [delete if not relevant]

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 actively working on the project [eligible to apply for salary]. 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) [include if administrating institutions can be Danish universities]

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

1.5 Language

The application and all additional materials must be submitted in English. The language chosen will not influence the assessment of the application.

1.6 Application process

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.

1.7 Assessment criteria

NNF's Committee on Clinical and Translational Medicine will primarily assess the application based on the following criteria:

The clinical relevance, quality, novelty and feasibility of the project together with the merits and commitment of the applicant.

- The quality of the project will be weighted over the CV of the applicant.
- The performance of the applicant will be evaluated relative to the current career stage.
- Having active grants from other public or private funders will not be disadvantageous for applications for project grants, whereas significant current funding from NNF may be taken into consideration. It is however important that it is clearly described in the application how the project proposed is different from and/or coherent with project(s) already funded.

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.

3.2 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.

3.3 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, line breaks and special characters).

BRIEF PROJECT DESCRIPTION

Please provide a brief stand-alone summary of the project describing its purpose, target group and activities (maximum 2,000 characters, including spaces, line breaks and special characters).

PROJECT DESCRIPTION

Please describe your proposed research project in detail, including purpose, background, methods, feasibility, collaborations, and the significance/potential impact of the project. Please include a short paragraph on how the proposed project is different from and/or coherent with project(s) already funded.

If you are applying for funding of an ongoing project already funded by NNF, you must describe the progress of the project and results obtained (maximum 20,000 characters, including spaces, line breaks and special characters).

Please consider the following:

- Describe your proposed research project in detail – including purpose, state-of-the-art, background, methods, novelty, feasibility, and the significance of the project.
- You are encouraged to include and describe preliminary data.
- If the applied project involves collaboration, the nature of collaboration and the role of the collaborator should be described in the project description.
- Up to four illustrations (figures, tables, diagrams etc.) can be uploaded. Please only include illustrations relevant for the assessment of your application. Inclusion of a Gantt Chart and preliminary data as figures are welcomed.
- In case you are submitting a project proposal, which has been submitted to NNF before, please clearly describe what has changed/improved in the application/project.
- Abbreviations should be defined at 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).

3.4 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.

3.5 Appendices

No uploads are required for this call. If you upload any other information, this will not be considered for evaluation.