

Guidelines for applicants

MADS ØVLISEN
POSTDOC
FELLOWSHIPS



Facts about the call

Total amount available for granting:
DKK 10.1 million

Amount available per grant:
Up to DKK 2.02 million

Call opens: **25 October 2024** Call closes: **16 January 2025 at 2 pm (CET)**

Applicant notification:
April 2025

Earliest start date: **1 May 2025** Latest start date: **30 April 2026**

Review committee:
Committee on Research in Art and Art History

Contact:
Julie Krener
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 Mads Øvlisen Post Doc Scholarships

1.1 Purpose

The purpose of this call is to support ambitious researchers to conduct excellent research projects leading to a significant contribution to art-related research in Denmark.

1.2 Areas of support

With this call, the Novo Nordisk Foundation invites researchers to apply for a postdoctoral fellowship within art history, practice-based artistic or curatorial research, or interdisciplinary research in art theory & natural sciences.

The fellowships run for two years and are awarded to ambitious and talented researchers with project proposals within the three research fields described below. Please note that all project proposals must demonstrate relevance for the visual arts as well as for the research environment at the Danish host institution.

Two postdoc fellowships within art history are awarded to applicants, whose research project is within the field of art history with special emphasis on art history and/or art theory subjects. The research project can relate to any art period in an international or Danish context.

Two postdoc fellowships within practice-based artistic research in art and/or curating are awarded to applicants, whose research projects are based on the applicants' artistic or curatorial practice and comprise an interaction between theoretical research and an artistic/curatorial production or examination. Preferentially one fellowship will be awarded in art and one in curating.

One postdoc fellowship within art theory & natural sciences is awarded to an applicant, whose research project examines the interaction between the disciplines art history and natural sciences in a broad sense, including bio- and medical sciences and/or technology in contemporary or historical contexts. The interaction between the disciplines can be of practical, theoretical or societal nature.

The projects are theoretical research projects, but elements of practice-based research in art and/or curating may be included.

Examples of possible project themes could be the relationship between nature, science and art in the Renaissance, the relationship of art and evolutionary theory in the 19th century, art and biological evolution, architecture and ecology, art and digital media, avant-garde art and biotechnology, artistic intervention in biotechnology, neuro art history, etc. These are merely examples; there are no requirements of certain chronological, theoretical or thematic content other than the requirement of an interdisciplinary examination between the above-mentioned disciplines.

1.3 Eligibility

Researchers holding a PhD degree or equivalent (magister degree supplemented with further research or other equivalent, substantial research activity) are eligible to apply for a postdoc fellowship.

There is no limitation in number of years from PhD degree (PhD age), however, applicants must have obtained the PhD degree or equivalent prior to submission of the application. For applicants who have not yet obtained approval of their PhD thesis, applications will only be considered if the supervisor's statement is received by the Novo Nordisk Foundation by 24 March 2025. The PhD degree must have been obtained before the postdoc fellowship can be activated.

Applications for practice-based research

If you are applying for a practice-based fellowship, you are eligible to apply if you have a Master's degree supplemented with a professional artistic or curatorial practice and substantial artistic or curatorial production. If you are applying without a PhD degree, you must upload documentation that your research activity is substantial and equivalent to the research level of a PhD degree.

In applications for practice-based research projects, it is important to account for the theoretical as well as the practical dimensions of the project, including how you will realise the artistic/curatorial element. The content of the artistic/curatorial element and the plan for its realisation must be described specifically and in detail in the project description.

Host institution

Applicants must be anchored at a university, museum or other research institution (administering host institution) in Denmark throughout the course of the fellowship programme.

The host institution must be a knowledge institution with obligation to do research and research dissemination. It is important that the applicant has access to feedback from and discussions with other excellent researchers at the institution. The application must document that the host institution has the qualifications and resources to host a postdoc fellowship. In the project description, it is important to argue for how the chosen host institution is relevant for the project, and how the project is relevant for the research environment at the host institution.

It is possible to include other institutions as collaborators in the project, besides the host institution. Please note, that the institution's qualifications to support the project is part of the evaluation criteria.

You do not have to be employed at the host institution at the time of application, but you must upload a hosting letter from the institution. The letter must briefly confirm that the host institution has agreed to host the project, administer the grant and provide office/work facilities.

Please note that some universities and research institutions may have internal deadlines that are set earlier than this call and it is therefore recommended that you - at an early stage of the application process - contact a relevant host institution.

Please find information on the application process at some of the frequent enrolment/hosting institutions on their websites:

- [University of Copenhagen, Department of Arts and Cultural Studies](#)
- [The Royal Danish Academy of Fine Arts](#)
- [Aarhus University, School of Communication and Culture.](#)

Applicants from countries outside Denmark

Citizens from all countries can apply for the fellowships. It is, however, a requirement that the projects primarily take place in Denmark at the Danish administrating host institution, see above.

Applicants from countries outside Denmark must in detail describe a plan for conducting more than 50% of the research project in Denmark. The plan should be uploaded as an appendix.

Please note that obtaining a Danish residency/work permit may take some time and may entail some costs. It is important to reserve an amount in the budget for 'relocation costs'.

General rules for applying

Postdoc grants are individual, full-time research grants and cannot be shared between two or more applicants. Projects that have already been initiated are not eligible for support.

An applicant may submit only one application per call. An applicant may submit only one application for a specific purpose/project within art and art history per calendar year. Submitting two or more applications for different purposes/projects to different calls is permitted, as long as it is not to the same type of grant:

It is not possible to hold more than one active grant of the same grant type. Researchers with an active grant of a specific type may be able to apply for a new grant of the same type during the final year of the grant, however, a new grant cannot be activated until the existing grant is completed and no longer active.

Applicants who have previously received funding from the Novo Nordisk Foundation for research in art and art history must include learnings and results from these preceding projects and an explanation of how they relate to the project applied for.

1.4 Funding

It is possible to apply for grant up to DKK 2,020,000 for projects lasting two years.

It is strongly recommended that you liaise with your host institution regarding the budget and salary.

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

- **Salary** for the fellowship recipient, according to salary scale at administrating host institution.
- **Operating expenses**, such as books, computer, database access, museum access etc.
- **Equipment required for the project**, such as production materials or specialised equipment (only for practice-based scholarships).
- **Publication costs**, max. DKK 100,000.
- **Conference participation**, max. DKK 50,000 for registration and travel.
- **Relocation expenses** for applicants from outside Denmark.
- **Travel costs** for research stays abroad.
- **Collaborative activities**, such as organisation of small-scale workshops in Denmark.;
- **Project supplement** (Danish universities only).
- **Bench fee**, max. DKK 1,100 per month per FTE for theoretical projects and max. DKK 8,000 per month per FTE for practice-based projects (not applicable for Danish universities); and
- **Administrative support** (not applicable for Danish universities).

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 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)

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:

- Organisation of large-scale conferences
- 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 Danish or English. The language chosen will not influence the assessment of the application.

1.6 Application process



Application system opens	25 October 2024
Application deadline	2 PM (CET), 16 January 2025
Evaluation of applications	January – April 2025
Applicant notification	April 2025
Earliest possible start date	1 May 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.

Successful applicants will be invited to participate in an Art Award Celebration at NNF, expected in June 2025.

1.7 Assessment criteria

NNF's [Committee on Research in Art & Art History](#) will primarily assess the applications based on the following criteria:

- Originality, quality and methodology of the project proposal
- Academic qualifications of the applicant
- The applicant's artistic/curatorial qualifications (only for practice-based projects)
- Artistic/curatorial dimension of the project and realisation hereof (only for practice-based projects)
- Feasibility of the project, including relevance of the project for the research environment at the Danish host institution.

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.



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.

Please note:

There are three different Postdoc calls in the application system:

- Mads Øvlisen Postdoc Fellowship Art History Research
- Mads Øvlisen Postdoc Fellowship Practice-Based Artistic Research
- Mads Øvlisen Postdoc Fellowship Art Theory & Natural Sciences.

It is important that you choose the correct call.

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.

Please note this section should address the evaluation criteria covering the qualifications and capacity of the applicant and the applicant's institution.

In the Applicant tab, please provide information according to following instructions:

- **Personal Details.** Fill in information in 'Most Recent Degree' and 'Date of Degree'. The remaining information in this section is pre-loaded from the applicant's profile.
- **Current institution.** Enter the contact details of your current workplace. If the institution is not on the list, you can use this [link](#) to get it registered. If you are not currently employed at an institution, please name your host institution for the project and state clearly in the application, that you will be employed at the institution if you receive the grant.
- **Experience.** Please provide a brief CV (maximum 4000 characters) with details of relevant educational, business and practical experience. Please include the 10 most relevant publications for evaluating your merits. Include a complete specification of all authors for each publication with your

own name highlighted. Exhibitions, artworks and other non-written publications should not be included in this field.

In the field “Summary of own research”, you may briefly summarise (maximum 2,000 characters) any relevant experience or research carried out by the main applicant or project group.

- **Previous and Current Grants from the Foundation.** Information about grant received from the NNF as an applicant or co-applicant within the past five years are preloaded from the applicant’s profile. If any grants are missing, they can be added. Please summarize briefly how any of the grants are related to the current application.

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.

In case the application receives funding the leader of the administrating institution shall sign the grant agreement.



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).

BRIEF PROJECT DESCRIPTION

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

PROJECT DESCRIPTION

Describe the project in detail here (maximum 10,000 characters, including spaces).

The project description must be entered into the field called 'project description' and cannot be uploaded as a separate document.

Please note that the maximum number of characters for the project description is **10,000 characters** including spaces and line breaks. Your project description must therefore be very concise and to the point and describe the overall project idea without too many details.

The project description can include overall

- Purpose;
- Hypothesis;
- Methods; and
- Relevance of the project for the host institution/research field.

If you are applying for a practice-based fellowship, you must also describe in detail the content of the artistic/curatorial element and how you will realise this production or examination.

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). If not applicable, please fill in N/A.

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 by NNF (maximum 1,000 characters, including spaces).

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

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.

- Enrolment agreement.
- Hosting letter from host institution.
- Copy of a PhD assessment and transcript or equivalent. Please use other upload.
- For applicants from countries outside of Denmark, a plan to document that more than 50% of the research project will be conducted in Denmark must be uploaded. Please use other upload.

October 2024