

Applicant Guide for Lundbeck Foundation Diversity Call



For deadline, please see call text

Please note that this form is ONLY for applications for LF Diversity Call.

Character count in the application system is including symbols and spaces.

Please note, when copying text from word processors, the text formatting codes will also be copied and will be counted in as characters.

Applicants may only upload enclosures as images (jpg), not documents.

Applications must be submitted in Danish or 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.

Contact information		
Field	Description (if any)	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 (if any)	Help
Project title	Max 100 characters	
Summary of application	Short summary of the project. Max 1,500 characters	
Project start date		The start date must be after the expected approval of grant (see call text). You cannot apply for funding for past projects.

Project end date		No more than one year after the start date.

Application form		
Field	Description (if any)	Help
Purpose	Max 1,000 characters	Describe the purpose of the project
Target group(s)	Max 250 characters	Describe the target group(s)
Project description	<p>Full project description including relevant references.</p> <p>Max 7500 characters</p>	<p>Images (.jpg) - no text boxes - should be pasted directly into the project description.</p> <p>Maximum number of images: 3. 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>
Expected impact & indicators	Max 1,000 characters	<p>Describe the expected impact of the project and which indicators will be used to measure the outcomes.</p> <p>To the extent possible- include specific numbers and/ or other relevant measurements related to the indicators.</p> <p>In the final report you will be asked to assess the degree to which the project's anticipated outcomes have been realised and if there are other (unexpected) learnings.</p>
Future plans for anchoring of the project after completion	Max 1,000 characters	Describe plans for continuation and how the project will be anchored after completion. If this is not relevant, describe why.
Applicant's CV	Max 5,000 characters	CV must include applicant's relevant experience for the project proposed, if relevant.
Explanation of budget	<p>Explanation of applied budget. Funding already obtained for the project or applied for from other sources and additional information (e.g. in-kind contribution), if any.</p> <p>Max 500 characters</p>	

Letter(s) of Support	Letters of support from relevant leaders, institutions and collaborators should be uploaded as pictures using the 'Enclosure' tab.	
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Budget (see explanation of budget above)		
Field	Description (if any)	Help
Create entry		<p>Only include entries directly related to what you are applying for.</p> <p>If you are applying for partial funding of a project, please add the full budget as an enclosure.</p>

Enclosures		
Images		
Field	Description (if any)	Help
Name		
Description		
Image	Browse & Upload Only: .jpg Max size of image: 1 mb Max number of images: 8	Here you can upload Letter(s) of Support

Co-applicants and institute administrator		
Field	Description (if any)	Help
E-mail		<p>Co-applicants and mentors will receive an e-mail with a link to confirm the relationship to the applicant.</p> <p>An application cannot be submitted until a co-applicant and/ or mentor has confirmed this.</p> <p>Institute administrators will not receive an e-mail and will not have to confirm.</p>
Role	-Co-applicant -Mentor -Institute administrator	An institute administrator can be added at <u>any time</u> to help administer the application and/ or grant if applicable
First name		

Family name		
Phone		
Gender		
Position 1		
Academic degree		Highest academic degree
CV	Max 2,500 characters	
Publications	Max 2,500 characters	