

Introduction

The application form

In order to submit the application you must fill in the application form. You can let other people participate in filling in the form by granting them access. If you wish to do so, go to [e-grant -> applications](#), click on the title of your application and finally on "add participant".

Budget and appendices

In addition to filling in the application form two types of files must be uploaded:

- a budget file in xlsx format
- appendices in pdf format, e.g. a CV

The files must be uploaded at the sections in the application form named accordingly. The mandatory budget template can be downloaded from the section "budget".

When you upload the budget file, information from the budget will be displayed in two different manners. First, some information, e.g. the amount applied for, will be presented in the application form (at the section "budget information"). Second, the sheets termed "overview..." or "ov..." in the budget file will be incorporated in the application pdf, which will be created when you submit the application. This pdf combines the application form, the uploaded appendices and the "overview..."/"ov..." sheets from the budget into a single pdf file.

The application form

When you submit your application, two things will happen. First, the application will be assigned a case number and a case file will be created on e-grant ([applications->submitted](#)). Second, the application pdf, titled "Application - case number", will be created and saved in the document library on your case file. The budget (in xlsx-format) will also be saved in the document library.

As the creation of the application pdf entails merging several files into a single pdf, this process can take some time, normally no longer than 20 minutes. However, please note that the time of submission is when you press "submit" and see the confirmation page.

After the submission the application form will be locked against editing. If you wish to revise the application before the deadline, you can unlock the application at the section "administration", edit and re-submit. When you unlock, you can also replace previously uploaded files.

If you unlock, please note that only the most recent submitted application will be reviewed. If you do not re-submit an unlocked application, the previously submitted application will be reviewed.

If you wish to withdraw a submitted application, please inform e-grant support with an e-mail stating both the case number and the word "withdrawal" in the e-mail's subject.

E-grant support

- support.e-grant@ufm.dk
- +45 3392 9190, weekdays 9 a.m.-12 noon
- [FAQ](#), e-grant.

If you experience technical issues please send the following information to e-grant support:

1. A link to where the issue occurred
2. A screen shot
3. The time the issue occurred
4. The email address you used as login to e-grant
5. The title of your application. If you have created applications with identical titles, please provide a link to application on which the issue occurred
6. If the application has been submitted, please also provide a case number ([applications->submitted](#)).

Invite others to help you fill in the application

It is possible to invite case collaborators to take part in filling in the application. Invitation and assignment of rights are done by accessing the application tab. Here is how you do it:

- Click the link below (Invite collaborators)
- Find the application in the list of your applications
- Click the application title
- Click "Add new participant"
- Fill in information about the collaborator and assign rights

[Invite collaborators \(opens a new window\)](#)

Re-opening of submitted application

Once the application has been submitted, it will be locked against editing. However, you may re-open the application, edit, and re-submit the application until the application deadline. The application is re-opened by clicking "Administration", which you will find in the menu to the left.

Application guidelines



Innovationsfonden

Innovation Fund Denmark, Grand Solutions

Grand Solutions projects typically involve a combination of bridging academic and industrial competences as well as partners from the public sector, and must always include a clear focus on creating value for Denmark. The application form should be filled in as part of a combined effort by all the project partners.

In addition to filling in the application form a budget (xlsx) and the following appendices (as pdf) must also be uploaded:

- Appendix B - Partner motivation: Describe each partner's key competences and motivation in relation to the project activities. [Download template.](#)
- Appendix C - Key persons: Describe the key individuals in the project and include CV's for key persons. [Download template.](#)

The following additional appendices may be attached, if deemed relevant

- Appendix A: Figures, pictures, tables. Maximum five pages. [Download template.](#)

When filling in the application form it is encouraged to keep your text as short and concise as possible, avoid any redundant text and not to consider the character (with spacing and line break) limit as a target. The reviewers rarely view unnecessarily long proposals in a positive light.

For further description, please refer to the Guidelines for Grand Solutions

- [Danish version](#)
- [English version](#)

If you have questions concerning Grand Solutions projects, don't hesitate to contact Innovation Fund Denmark - find employees contact information at [Innovation Fund Denmark's website.](#)

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Application title

You can change the title of the application. Please note that a change of title does not take effect on the [list of applications](#) until you have submitted the application.

Application title

{max 250 characters; transferred from title; editable!}

Acronym*

Applicant

The applicant is the organisation heading the project.

Applicant information



Please press the search button and find the organisation at the Central Business Register (CVR). Information about the organisation will automatically be transferred to the fields below.

CVR-no.*

{fill in / transferred from CVR search}

Organisation name*

{fill in / transferred from CVR search}

Address*

{fill in / transferred from CVR search}

Zip code*

{fill in/ trans. f. CVR}

City*

{fill in/ trans. f. CVR}

E-mail*

Telephone no.*

Contact person

When the application is submitted, you will be registered as the contact person. As contact person you will be the point of contact throughout the assesment of the application. You will be able to change the contact person after submission from your case file.

First name

{information trans. from e-grant.dk##/Profil/Stamdata}

Last name

{information trans. from e-grant.dk##/Profil/Stamdata}

E-mail

{information trans. from e-grant.dk##/Profil/Stamdata}

Design

Choose a cross-disciplinary category, if relevant for the project

Choose category

- Bioresources, food and lifestyle
- Health, medico and biotech
- Trade, service and society
- Energy, climate and environment
- Infrastructure, transport and construction
- Production, materials, digitalization and ICT

Pitch summary

Please describe the most important parts of your project, covering the Quality, the Value creation, the Execution of the project and the Implementation of the results.

{max 700 characters}

Design

Previous applications to Innovation Fund Denmark

Is this a resubmission or a continuation of a previous application to one of Innovation Fund Denmark's programmes. List up to four of the most relevant applications

No	▼
Yes	

"No" standard selection

Previous application 1

Project title*

Case no.

(available at [e-grant->applications ->processed](#))

If relevant, describe any changes made to resubmissions; also describe any connections to ongoing activities/projects based on previous submissions.

{max 1000 characters}

If "Yes", max 3 additions, i.e. a total of 4 compilations of information on "previous applications".

Add

Remove

Design

Related applications

Have you applied for or recieved grants from other funding agencies covering activities in this project or closely related projects. List up to four of the most relevant applications*

Choose ▾
No
Yes

Related application 1 | If "Yes"

Is the application currently under review? Choose ▾
No
Yes

Related application 1 - currently under review | If "Yes"

Funding agency*

Amount applied for* {DKK}

When did you submit the application?* dd/mm/yyyy

When do you expect a decision on the application? * dd/mm/yyyy

Add Remove

If "Yes", max 3 additions, i.e. a total of 4 compilations of information on "related applications"

Was the application granted?*

Choose ▾
No
Yes

If "No"

Related application 1 - decisions from other funding agencies | If "No"

Funding agency*

Amount applied for* {DKK}

When did you receive the decision on the application?* / /

Related application 1 - grants from other funding agencies | If "Yes"

Funding agency*

Amount granted* {DKK}

When did you receive the grant?* dd/mm/yyyy

When is the grant expected to end?* dd/mm/yyyy

Design

Aim

Give a short description of the specific aim and objectives of the project.

Aim*

{max 2000 characters}

Design

Unmet need

Explain the unmet need the project will address, or the business opportunity to be taken advantage of.

Unmet need*

{max 5000 characters}

Design

State-Of-The-Art

State-Of-The-Art*

{max 5000 characters}

Design

Describe your scientific and commercial competitors

Name the most important scientific or commercial competitors, competing on e.g. technology development or market application.

Competitors*

{max 2000 characters}

Design

Strategic relevance of the project

Describe your specific project aim in direct relation to both the unmet need and the state of the art, including competing solutions.

Strategic relevance of the project*

{max 5000 characters}

UN world goals

Click and mark the most relevant, if any, of the 17 UN world goals the project relates to.

The information is only used for statistical purposes.

Link to details about the UN world goals: <http://un.dk/about-the-un/sdgs>

- 1 - No poverty
- 2 - Zero hunger
- 3 - Good health and well-being
- 4 - Quality education
- 5 - Gender equality
- 6 - Clean water and sanitation
- 7 - Affordable and clean energy
- 8 - Decent work and economic growth
- 9 - Industry innovation and infrastructure
- 10 - Reduced inequalities
- 11 - Sustainable cities and communities
- 12 - Responsible consumption and production
- 13 - Climate action
- 14 - Life below water
- 15 - Life on land
- 16 - Peace, Justice and strong institutions
- 17 - Partnerships for the goals

Design

Describe your project and methods

You can upload relevant figures or tables as Appendix A (the section attach appendices). Avoid repeating information already stated in any of the other sections.

Project description*

{max 5000 characters}

Value creation - growth and employment

- Describe the estimated and expected value creation of the project in terms of quantitative and/or qualitative measures, based on expected launch or implementation into society.
- Describe the expected value creation in the specific project in terms of quantitative and/or qualitative measures.
- State how the value will be created over time. With reference to the placement in the value creation section, which implementation, business or sales model do you expect will be relevant and optimal?

You should make it absolutely clear where your project is positioned in the value chain. Will the project terminate at a specific value inflexion point, which will be attractive for the next investor or project recipient? A value inflexion point is a plateau in the value chain, where the value has changed significantly. This could be after finishing e.g. a proof of principle study, a prototype, an animal toxicity study. The value inflexion point is often coinciding with the TRL or SRL.

An investment from Innovation Fund Denmark shall ultimately result in significant value creation in the form of growth, employment or solutions to societal challenges. Note that value creation resulting from the project and the innovation can also be more broadly described in the form of e.g. domestic or export revenue, new permanent jobs, reduced cost for society, reduced environmental or resource footprint, improved quality of life, optimised processes, etc. Please note that examples of measures or specific assessment criteria may be stated in the specific calls.

Value creation - growth and employment*

{max 2000 characters}

Design

Intellectual property rights

If relevant, describe if and how the project results should be protected. Also, intellectual property rights barriers or relations to others' intellectual properties must be described, including e.g. a brief summary of your freedom to operate analysis. Also, state if the methods chosen give rise to intellectual property problems or opportunities.

Intellectual Property rights

{max 3000 characters}

Operational work plan incl. WP and deliverables

- Provide an outline of the overall structure of the work plan.
- The project's critical paths can be explained here, including important work package dependencies.

The following definitions may be helpful:

- "Work package" means a major sub-division of the proposed project.
- "Deliverable" means a distinct output of the project, meaningful in terms of the project's overall objectives and constituted by a physical item, a prototype, software, a technical diagram, or an activity benefiting society etc. Preferably, the deliverables should have well defined acceptance criteria, defining the transfer to the next work packages or as a final outcome from the project.
- "Milestones" mean control points in the project that help to chart progress. The quantitative milestones may correspond to the completion of a key deliverable, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical or "go/no go" decision point in the project, where e.g. the project group and project steering committee must decide which of several technologies or solutions to adopt for the further development or eventual closure of the project.

Work plan*

{max 8000 characters}

Design

Describe the governance model, and how the project will be managed

Governance and Leadership*

{max 1000 characters}

Readiness levels (TRL and SRL)

Technology Readiness Levels

State the project's expected start and end Technology Readiness Levels (TRL). Find applicable TRL definitions at [Innovation Fund Denmark's website](#)

Start TRL*

1	▼
2	
3	
4	
5	
6	
7	
8	
9	

End TRL*

1	▼
2	
3	
4	
5	
6	
7	
8	
9	

Comments

{max 125 characters, not mandatory}

Societal Readiness Levels

State the project's expected start and end Societal Readiness Levels (SRL). Find applicable SRL definitions at [Innovation Fund Denmark's website](#)

Start SRL*

1	▼
2	
3	
4	
5	
6	
7	
8	
9	

End SRL*

1	▼
2	
3	
4	
5	
6	
7	
8	
9	

Comments

{max 125 characters, not mandatory}

Design

How will you define and manage the risks of the projects?

- Identify, assess and prioritise the most important risks in the project with reference to the listed milestones.

Risk management*

{max 2000 characters}

Design

Describe legal, ethical or regulatory demands, the project might encounter

Legal, ethical or regulatory demands*

{max 2000 characters}

Design

Project outcome beneficiaries/recipients

- Who will benefit directly or indirectly from the project's outcome after the investment period?
- Who will use, invest in or own/manage the project outcome once the investment from Innovation Fund Denmark has ended?

Project outcome recipients*

{max 3000 characters}

Design

Describe how you will implement the results of your project

Implementation*

{max 4000 characters}

A large empty rectangular box for writing the implementation details.



Describe how your innovation project will attract other financing

- Clearly state how much e.g. industries, public or private funds or others have invested resources into this specific project you apply investment for in the form of e.g. in - kind payment, instruments, knowledge, cash or other resources.
- Will the investment from Innovation Fund Denmark attract or initiate funding from other sources?
- How much investment is expected to carry the project to implementation? And who is expected to invest in the project after the investment from Innovation Fund Denmark ends in order to carry the project to implementation?

Please note that a complete budget (xlsx) must also be attached to the application. A mandatory budget template is available from the section "Budget"; at this section the filled in budget must also be also uploaded.

Financial gearing*

{max 500 characters}

Peer review

You can suggest up to five peer reviewers relevant for this project or this scientific, technical or specific market. If possible, list a few keywords to each peers' specific competencies. If necessary, also list unwanted peers (max. three)

Suggested peers

Add suggestion for peer reviewer

Suggestion for peer reviewer 1

Name*	E-mail
<input type="text"/>	<input type="text"/>
Place of employment*	Position*
<input type="text"/>	<input type="text"/>
Link to webpage	
<input type="text"/>	
Competencies	
{max 100 characters}	
<input type="text"/>	

If "Add"

Add Remove

A max total of 5

Do you wish to list unwanted peers* Yes/No

Yes/No	▼
Yes	
No	

Unwanted peer reviewer 1

Name*	E-mail
<input type="text"/>	<input type="text"/>
Place of employment*	Position*
<input type="text"/>	<input type="text"/>
Link to webpage	
<input type="text"/>	
Explain why the peer is unwanted as a reviewer*	
{max 200 characters}	
<input type="text"/>	

If "Yes"

Add Remove

A max total of 5

Please read "Budget and appendices" in the introduction.**1. Download budget template (XLSX format)**

It is recommended that you use **Microsoft Excel** to fill in the budget. Please do not copy and paste information to the budget or within the budget, e.g. from one cell to another, as this can corrupt the technical integrity of the budget file, resulting in "#REF"-errors when uploading the file.

**2. Upload budget (XLSX format)****3. Budget uploaded**

If you wish to download the budget that has been uploaded to e-grant, please click the button to the left

Uploaded, date and time

{date and time}

Uploaded by

{uploaded by}

Support

If you encounter technical issues when uploading the budget, please send the budget (in XLSX format) to e-grant support, support.e-grant@ufm.dk with information about which spreadsheet software you are using. Preferably, also provide a screen shot of the issue. You can also contact e-grant support by telephone +45 3392 9190.

Non-Excel users

If you are using Numbers (Mac) or open source software, for instance Open Office or LibreOffice, you need to email your budget (saved as a XLSX file) to support.e-grant@ufm.dk and state which software you are using. E-grant support will then technically adapt the budget so that it can be uploaded to e-grant. The adapted budget will be e-mailed back to you.

The amounts and dates displayed below have been transferred from the uploaded budget (xlsx). If you wish to revise the amounts and dates you will need to upload a revised budget at the previous section.

Duration

Project start date	<input type="text" value="dd/mm/yyyy"/>
Project end date	<input type="text" value="dd/mm/yyyy"/>
Duration in months	<input type="text" value="{months}"/>

Amount

Applied amount excl. overhead	<input type="text" value="{kr.}"/>
Applied amount for overhead	<input type="text" value="{kr.}"/>
Applied amount incl. overhead	<input type="text" value="{kr.}"/>
Total budget incl. overhead	<input type="text" value="{kr.}"/>
Investment rate in the project from Innovation Fund Denmark	<input type="text" value="{pct.}"/>

Administrator

CVR no.	<input type="text"/>	P no.	<input type="text"/>
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Administrator

Department/institute

Institution type

Address

Address 2

Address 3

Address 4

Postal no.	<input type="text"/>	City	<input type="text"/>
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Country

Attach appendices

All appendices must be in PDF format. Each appendix must not exceed 20 MB in size. Please note that the attached PDF files must not be security-protected. For each appendix type listed below, you must attach the relevant documents in one file.

Mandatory appendices

- Appendix B – Partner motivation: Describe each partner's key competences and motivation in relation to the project activities. [Download template](#)
- Appendix C – Key persons: Describe the key individuals in the project and include CV's for key persons. [Download template](#).

Additional appendices which may be attached, if deemed relevant

- Appendix A: Figures, pictures, tables. Maximum fives pages. [Download template](#).

Attach appendix

Dokumenttype

Filename	Date	Dokument type	Size	Delete

Review application

Please read the sections on "budget and appendices" and "submission" in the introduction.

Appendices (pdf)

File name	Date	Document type	Size

Budget (xlsx)

{vis det budget der er uploadet, samt information om hvem der har uploadet}

If you wish to revise the budget, download the budget and make modifications. The revised budget must be uploaded at the section "budget".

View the completed application before submitting

Click on "Email copy". A link for downloading a copy of the application will be sent to the e-mail address registered on your [e-grant profile](#). It may take a couple of minutes before the link for download is sent.

Email copy

Design

Confirmation

Before you can submit the application, you must confirm the following:

The application is complete and ready for assesment by Innovation Fund Denmark