

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.

— Submission —

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 may take some time, normally no longer than 20 minutes. However, please note that the time of submission is the moment 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 resubmit. When you unlock, you can also replace previously uploaded files.

If you unlock and resubmit, please note that only the most recently 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 email stating both the case number and the word "withdrawal" in the email'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

Innovation Fund Denmark

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 eight pages. [Download template.](#)

When filling in the application form you are 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](#)

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

Back

Continue

Title and applicant

Design

Title and applicant

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*

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.*

Organisation name*

Address*

Zip code*

City*

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*

Last name*

E-mail*

Key persons ORCID

For each key person who holds an Open Researcher and Contributor ID (ORCID), state their name and ORCID.

You can read more about ORCID at orcid.org

Key person 1

First name *

Last name *

ORCID *

If "Add new key person" was pressed

Add new key person

Remove key person

A max total of 10

Summary

Design

Summary

Please summarize your project proposal covering Quality of the research and innovation, Value creation, Efficiency of project execution and Implementation of results.

Summary

{max 1500 characters}

Category and keywords

Design

Category and keywords

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

Application area keywords

List up to five keywords that best describe the application area of the project:

Keyword 1*

Keyword 2

Keyword 3

Keyword 4

Keyword 5

OECD Classification code

Please characterise the research content of your project based on the international OECD code system. The codes must be listed in order of priority presenting the most relevant code first. You should only state codes corresponding to significant elements in the project.

[You may download the list of OECD classification codes \(pdf\).](#)

When you enter the codes below, start by typing the first letters of the title and choose the title from the presented list.

The codes are used for finding reviewers and for statistical purposes, so please select relevant codes with care.

Classification code 1*

Classification code 2

Classification code 3

Classification code 4

UN Sustainable Development Goals

Design

United Nations Sustainable Development Goals

Click and mark the most relevant, if any, of the 17 Sustainable Development Goals (SDGs) the project addresses or is related to.

The information is only used for statistical purposes.

However, please select the relevant SDGs with care as IFD has as its priority to address the SDGs and therefore needs, as a minimum, an accounting of the SDGs being addressed. Link to details about SDGs: <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

Previous applications

Design

Previous applications

Previous applications to Innovation Fund Denmark

Is this a resubmission or a continuation of a previous application to one of IFDs 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](#))

In the case of resubmission, please describe any changes made and how you have specifically addressed any comments received from IFD; Please also describe any connections to ongoing activities/projects based on previous submissions.*

{max 1000 characters}

Add

Remove

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

Related applications

Design

Related applications

Related applications

Have you applied for, or received grants from, other funding agencies covering or co-financing activities which are closely related to the present project? *

Choose	▼
No	
Yes	

Please list up to four of the most relevant applications including the granting/applied funding agency and the amount granted/applied for. Also, for each project, please describe in a few lines the essence of the project and its relationship to the present application.

Relevant applications *

{max 2000 characters}



If "Yes"

Aim

Design

Aim

Describe the specific aim and objectives for the project, which should be clear, measurable, realistic and achievable within the duration of the project.

Aim*

{max 2000 characters}

Unmet need

Design

Unmet need

Explain the unmet need the project will address, or the business opportunity to be taken advantage of. Also, state the national and international magnitude of the unmet need.

Unmet need*

{max 5000 characters}

State-Of-The-Art

Design

State-Of-The-Art

Please describe the present state-of-the-art of the scientific and technical field at a national and international level. Be aware of related technical fields which can be both of inspiration and in competition.

Please describe why this project will succeed in comparison with relevant work of others and the present state-of-the-art.

State-Of-The-Art*

{max 5000 characters}

Scientific, technical or commercial competitors

Design

Scientific, technical or commercial competitors

Name the most important scientific, technical or commercial competitors, with respect to e.g. technology development or market application. Please also describe how the competitors, to the best of your knowledge, are currently trying to solve the unmet need.

Competitors*

{max 2000 characters}

Strategic relevance of the project

Design

Strategic relevance of the project

Please explain how this project specifically will fit into the partners or beneficiaries strategic and/or political roadmap.

Please also describe the strategic relevance of the project from a Danish perspective. This may include a description of how the Danish scientific, technical, industrial or social positions are strengthened.

Strategic relevance of the project*

{max 5000 characters}

Project description

Design

Project description

Please describe your project in terms of specific scientific, technological or other innovative methods applied within the project. This may include reasons for choosing specific technical methods, instruments, project organization, workflows, etc. Please note that the detailed operational work plan for the project must be described in the later section "Operational work plan". Please avoid repeating information. You may include relevant figures or tables in Appendix A.

Project description*

{max 7000 characters}

Value creation

Design

Value creation

The project must generate industrial and/or societal impact through value creation.

IFD defines value creation as growth, employment or solutions to societal challenges. Examples are new permanent jobs, increased revenue from domestic sales or export, reduced costs for the society, reduced environmental- or resource footprints, improved quality of life, optimised processes, etc. The specific call may state additional examples of measures or specific assessment criteria.

Please 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 the society. Describe how this happens over time.

Describe the project position in the value chain and the progression towards implementation at project recipients or further investment. Describe the associated implementation, business- or sales model.

Value creation *

{max 4000 characters}

Intellectual property rights

Design

Intellectual property rights

If relevant, please describe the opportunities in protecting any project generated intellectual properties and describe any known barriers to such protection.

Does any known IPR outside the project group give rise to concern or provide an opportunity for the project?

If possible, please give a first overview of a patent mapping or IPR landscape of the technologies to be used within the project.

Intellectual property rights

{max 3000 characters}

Operational work plan

Design

Operational work plan

Please provide an outline of the overall structure of the work plan.

Please provide a list of work packages (WP) and a description of each WP.

Please provide a breakdown of each WP into tasks and a description of each task.

Please provide a list of major deliverables and a description of each deliverable.

Please show the timing of the different WPs and their components in a Gantt chart or similar graphical illustration.

Explain any critical paths, including important WP dependencies. Stop/Go decision points and milestones may be used for that purpose.

Provide a description of the resources to be allocated to each work package distributed on each project partner.

The following definitions may be helpful:

- 'Work package' means a major sub-division of the proposed project
- 'Deliverable' means a distinct output, meaningful in terms of the project's overall objectives and constituted by a physical item, a prototype, software, a technical diagram, etc.

Preferably, the deliverables should have well defined acceptance criteria.

- 'Milestone' means a control point 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. A milestone may also be a critical 'Stop/Go' decision point in the project, where e.g. results of a field trial determines the future direction of the project.

You may use Appendix A to provide supporting charts, tables or figures.

Work plan*

{max 8000 characters}

Governance, leadership and project team

Design

Governance, leadership and project team

Briefly describe the proposed governance model and how the project will be lead and managed.

Explain how the organisational structure and decision-making mechanisms match the complexity and scale of the project. It is recommended to have a steering committee with authoritative representatives from the various partners including project beneficiaries.

Please describe the leadership qualifications of the proposed project leader.

Please explain how the project team will match the project's objectives, and bring together the necessary expertise. How do the team members complement one another, and cover the value chain? You may refer to Appendix C.

IFD considers diversity as a resource, as greater diversity makes for superior team performance on measures such as innovation, collaboration, and critical thinking. Applicants are encouraged to consider diversity also when forming the project team.

Governance, leadership and project team*

{max 3000 characters}

Readiness levels (technical and societal)

Design

Readiness levels (technical and societal)

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}

Risk management

Design

Risk management

With reference to the listed milestones in the work plan, please identify, assess and prioritise the most important risks in the project and describe their mitigation.

Risk management*

{max 2000 characters}

Legal, ethical or regulatory demands

Design

Legal, ethical or regulatory demands

Please describe any legal, ethical or regulatory demands or conditions, the project might encounter or comply with. Please also describe if any change in these demands or conditions might influence the outcome of the project.

Legal, ethical or regulatory demands*

{max 2000 characters}

Project outcome beneficiaries/recipients

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 IFD has ended?

Project outcome beneficiaries/recipients*

{max 3000 characters}

Implementation

Design

Implementation

Please describe how you will implement the results of the project, e.g. how and when the results are brought to market or how the results are implemented into the society. Please refer to the project's position in the value chain. Please also describe any resources needed, and any expected barriers, for the societal adoption of the project results.

Implementation*

{max 4000 characters}

Financial gearing

Design

Financial gearing

Please describe how your project has attracted, and will attract, other financing than specified in the budget for the project, see section Budget.

Please state how much e.g. industries, public or private funds or others have already invested in the form of e.g. cash, in - kind payment, instruments, knowledge or other resources in support of the execution of the project.

Please list any known (private) parties outside the project group which will provide funding support during the execution of the project.

How can IFDs investment in the project attract or initiate funding from other sources?

Financial gearing*

{max 1500 characters}

Peer review

Design

Peer review

You may suggest up to five peer reviewers relevant for this project or this scientific area, technical area or specific market. If possible, list a few keywords to each peers' specific competencies.
Please note that IFD strives to ensure that the selection of reviewers for your application is an unbiased decision. However, IFD highly appreciates your reviewer suggestions(s) as it is important for IFD to have access to a constantly up-to-date list of qualified reviewers.
If necessary, and for competition reasons only, you may also list unwanted peers (max. five).

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	

Unwanted peer reviewer 1

Is the unwanted peer a person or an organisation? *

Person
 Organisation

Name*	Affiliation*
<input type="text"/>	<input type="text"/>
Explain why the peer is unwanted as a reviewer* {max 200 characters}	
<input type="text"/>	

If "Person"

Name*	Department*
<input type="text"/>	<input type="text"/>
Country*	
<input type="text"/>	
Explain why this institution is unwanted as reviewer* {max 200 characters}	
<input type="text"/>	

If "Organisation"

If "Yes"

Add

Remove

A max total of 5

Budget

Always download a budget template from the **current** application.

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.

Budget information

Design

Budget information

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.	P no.
<input type="text"/>	<input type="text"/>
Administrator	
<input type="text"/>	
Department/institute	
<input type="text"/>	
Institution type	
<input type="text"/>	
Address	
<input type="text"/>	
Address 2	
<input type="text"/>	
Address 3	
<input type="text"/>	
Address 4	
<input type="text"/>	
Postal no.	City
<input type="text"/>	<input type="text"/>
Country	
<input type="text"/>	

Attach appendices

Design

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 eight pages. [Download template](#).

Attach appendix

Choose file

Dokumenttype

Attach

Filename	Date	Dokument type	Size	Delete

Personal information


Design

Personal information

For all the persons for which you have provided personal information, please provide their first name, last name and e-mail address in the boxes below. When the application has been submitted, the persons listed will automatically receive an e-mail in which it is described how their personal information is being handled in accordance with the EU General Data Protection Regulation 2016/679 (GDPR).

Personal information, also known as personal data, is any information relating to identifying a person, e.g. name, CV, e-mail, etc.

Number of persons

Choose 

0 to 20

Person 1

First name

Last name

E-mail

If nr. of people > 0
Up to 20 'Person x'-groups

Review application

Design

Review application

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 registred on your [e-grant profile](#). It may take a couple of minutes before the link for download is sent.

Email copy

Confirmation

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