

**Guidelines:**

# Industrial Postdoc

Please be aware that this document is a translation of the legally binding Danish version of the guidelines.

**Effective date:**

01.01.2024

## Contents

1. The programme .....	4
1.1 Industrial Postdoc – in brief.....	4
1.2 Who may apply? .....	4
1.3 Company and company mentor .....	4
1.4 Research institution and research institution mentor .....	6
1.5 Industrial Postdoc candidate .....	6
1.6 Thematisation of Industrial Postdoc.....	6
2. What can I apply for investment in? .....	9
2.1 How large an investment can I apply for? .....	9
2.2 What can the investment finance, and how long may be project last? .....	10
3. Application.....	10
3.1 How do I apply? .....	10
3.2 What should the application include?.....	10
4. Assessment.....	11
4.1 How does the assessment process take place? .....	11
4.2 Who evaluates the application? .....	11
4.3 How will the application be evaluated? .....	12
4.4 How do I receive a response to my application?.....	12
4.5 When will I receive a response to my application? .....	13
5. From approval to start-up of the project .....	13
5.1 What happens after my application is approved, and when may the project start? .....	13
5.2 Which terms of employment will apply to the Industrial Postdoc candidate? .....	13
6. During the project .....	14
6.1 How will the investment be paid out, and what do I need to report during the project? .....	14
6.2 What will happen if I cannot comply with the plan?.....	14
6.3 What do I need to do at the end of the project? .....	15
7. Industrial Postdoc in the public sector .....	16
7.1 Special conditions .....	16
7.2 Special assessment criteria.....	16
8. State aid.....	17
9. Information management .....	18
9.1 Registration of information .....	18
9.2 Applicant’s responsibility.....	18

9.3	Correction of application information.....	18
9.4	Procuring other information .....	18
9.5	Privacy policy .....	18
10.	Publication of information.....	18
11.	About these guidelines.....	20
11.1	Legal basis.....	20
11.2	URIS Guidelines.....	20
11.3	Technical disclaimer .....	20

## 1. The programme

### 1.1 Industrial Postdoc – in brief

An Industrial Postdoc project is a business-oriented research project, lasting one to three years and carried out in a private or public company by a researcher who has gained a PhD degree within the last five years. The project includes a significant high quality of research at an academic level that calls for a person with PhD competences. In addition, the project must have a clear focus on the business-related development of the company with a direct or indirect business-related significance and impact in the short or long term. The Innovation Fund funds part of the company's salary expenses for the post.doc candidate, among other things.

The Industrial Postdoc must be employed full time by the company, and the project is carried out in collaboration with a public research institution. The Industrial Postdoc shares their working time between the company and the research institution, according to the needs of the project. The company and the research institution must both assign a mentor to the Industrial Postdoc.

Industrial Postdoc is one of Innovation Fund Denmark's Industrial Researcher programmes that furthermore include Industrial PhD. An application for an Industrial Postdoc is in competition with other Industrial Postdoc and Industrial PhD applications. Both programmes do overall contribute to ensuring the Fund's objective of creating growth and employment in Denmark and supporting solutions to specific societal challenges. The Industrial Researcher programmes have the following specific objectives:

- To educate and develop research talents to become industrial researchers
- To contribute to business-oriented research, development and innovation in Denmark
- To strengthen the collaboration between companies in Denmark and universities or research institutions at home and abroad

Innovation Fund Denmark finances part of the Industrial Postdoc's salary and travel expenses in the company as well as the research institution's expenses for mentoring, equipment and other expenses of the project.

### 1.2 Who may apply?

An Industrial Postdoc project is a collaboration between a company, a research institution and an Industrial Postdoc. It is possible for a company and research institution to apply for a project without a candidate.

Innovation Fund Denmark wants to promote diversity in all its aspects. Therefore, all interested parties – regardless of research area, ethnicity, religion, gender identity or age – are encouraged to apply for funding from the Fund.

The following requirements for the partners apply:

### 1.3 Company and company mentor

The company must meet the following criteria:

- Have a branch with an independent CVR number and geographically located in Denmark that will employ the Industrial Postdoc.
- Have the finances and facilities to manage the project throughout the entire project duration.
- Be financially independent of the research institution. This means that:

- the research institution may own a maximum of 25% of the company; and
- there may not be any significant<sup>1</sup> cash flow from the research institution to the company.
- Assign a company mentor to the project.
- Be part of the private sector.
- Must not be an ‘undertaking in difficulty’ as defined in Article 2 (1), No. 18 of Commission Regulation (EU) No. 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market pursuant to Articles 107 and 108 of the Treaty. This condition does, however, not apply to companies that were not “undertakings in difficulty” as of 31 December 2019, but came into difficulties between 1 January 2020 and 31 December 2021.
- Have complied with any repayment orders issued by the European Commission in one or more decisions where state aid granted by the Danish authorities has been found illegal and incompatible with the internal market.
- Must not be subject to compulsory dissolution, bankruptcy, voluntary liquidation or suspension of payments.

To be part of the private sector, the company must meet the following criteria:

- Be neither a state, nor a regional, nor a municipal company or be an interest organisation for public organisations.
- Have a turnover of which a maximum of 50 % is publicly funded (incl. EU subsidies and payments from citizens as required by law).

In case of doubt as to whether an organisation is part of the private sector, the organisation may submit articles of association and the most recent annual accounts to [erhvervsforsker@innofond.dk](mailto:erhvervsforsker@innofond.dk) to be assessed.

If the company is not part of the private sector, public organisations may apply in separate application rounds. Read more about this in section 7.

The company must appoint a mentor. The mentor is the company's formal representative in the project and works with the Industrial Postdoc and the research institution's mentor on the implementation of the project. The company mentor is responsible for the professional sparring with the Industrial Postdoc and should have sufficient knowledge about the subject of the project to be able to give qualified supervision during the project. It is possible to appoint several co-mentors and third parties.

The company mentor must meet the following criteria:

- Have experience within the project theme (research experience is not required).
- Have in-depth industry knowledge.
- As a minimum have a bachelor's degree or considerable experience with the subject area

Between them, the company and research mentors must have the research-relevant competencies to give the Industrial Postdoc qualified academic sparring about the project. Thus, it is not a requirement that the

---

<sup>1</sup> There may not be any cash flow between the research institution and the company that causes financial dependency between them. Ordinary trade in products or services, etc. on commercial terms or redistribution of public project funding in collaboration projects is not considered to be a significant cash flow.

company mentor has research experience as long as the requirement is met jointly with the research mentors.

The company mentor does not have to be employed in the company, but must work in the private business sector on a daily basis.

#### **1.4 Research institution and research institution mentor**

The research institution participating in the project must meet the following criteria:

- Be able to document a significant research effort within the project area.
- Appoint a research mentor to the project.
- Be part of the public sector.

To be part of the public sector, the research institution must fulfil at least one of the below criteria:

- Be a state, regional or municipal organisation or an interest organisation for public organisations.
- Have a turnover of which more than 50 % is publicly funded (incl. EU subsidies and payments from citizens as required by law).

The research institution may be placed in Denmark or abroad. It must appoint a mentor who will work with the Industrial Postdoc and the company on the implementation of the project. The research mentor will be the research institution's formal representative in the project and be responsible for the research-related sparring with the Industrial Postdoc.

A research institution mentor must meet the following criteria:

- Be a recognised researcher within the subject area of the project.
- Be engaged in a research-relevant environment within the subject area of the project on a daily basis.

#### **1.5 Industrial Postdoc candidate**

A company and university can apply for an Industrial PhD project both with and without a named candidate. If the project is approved, the candidate must meet the requirements described in this section.

An Industrial Postdoc candidate may be approved for the project if they meets the following criteria:

- Have gained a PhD degree within the last five years at the time of the application deadline (maximum five years from the date given on the PhD diploma, excluding parental or sick leave)
- Be able to document high-quality research experience within the project subject area in terms of publications, research-based patents or something similar.

The candidate may apply prior to submitting their PhD thesis, but must in that case in the application include a statement from the primary supervisor concerning expected submission and successful defence within six months following the application deadline.

#### **1.6 Thematisation of Industrial Postdoc**

On the basis of the research policy agreement 'Distribution of the research reserve 2024' of 2 November 2023, Innovation Fund Denmark may support Industrial Researcher projects that fall within at least one of the following three themes. If your project does not fall within these three themes, you may apply for funding through the non-theme specific funds.

### **Green research, technology and innovation**

Innovation Fund Denmark invests in research projects that may develop the green technologies and solutions needed to transform Denmark towards a sustainable future, where we reduce greenhouse gas emissions, protect our environment and nature and have the potential to create green growth and employment in Denmark.

The investments relate to the government's green research strategy and are among other things aimed at strengthening innovation in Danish industry.

The theme relates to green projects within, for example:

- Energy production and efficiency, including smart integrated energy systems, the potential of sector coupling within the overall energy and supply area, digital solutions and intelligent utilization of new technologies, P-to-X, Carbon capture etc.
- Digitization and data utilization, which drive the green transition. It can for example be digital monitoring and management of climate-, environment- and nature-relevant conditions, e.g. using big data, artificial intelligence, the internet of things, cyber and information security as well as drones and digital infrastructure in the form of satellites etc.
- Climate-friendly agricultural and food production, including for example bio-based ingredients, feed, industrial enzymes, chemicals and other output products, fermentation technology, bioenergy, bio-based environmental technology, breeding of plants and seeds as well as emission-free food production, sustainable plant-based foods, etc.
- Transportation
- Environment and circular economy
- Nature and biodiversity
- Sustainable and circular construction to transform the industry from linear processes to circular resource efficiency throughout the value chain and in all phases of construction
- Sustainable behavior and societal consequences of climate change, including understanding and behavior in relation to climate challenges and the green transition, as well as tools that can support the above.

Central to the projects that can be supported is that they contribute to the green transition and that the expectations for this contribution can be made clear in the applications. Furthermore, applicants are encouraged to have a focus on interdisciplinarity integrated into the project. This can for example be projects that combine natural science and technological research with humanities and social science research, which can contribute with valuable knowledge related to e.g. behaviour, incentives, regulation and market conditions.

### **Life science, health and welfare technology**

The funding must support strategic and challenge-driven research, technology development and innovation within Life science, health and welfare technology. The funding must contribute to creating societal value and economic growth for private and public companies and/or consumers in society, not least in the life science sector.

The funding may help to translate Denmark's strong knowledge and research position within the field into inventions, products, technologies and the development of patient treatments that will benefit Danish citizens, the health care system, business results and Danish export.

The research can contribute to the development of e.g.:

- New technological or digital aids for the health and welfare sector
- New medicine, medical equipment and treatment options, including personal medicine
- Development of the digital health area, including the health data area using artificial intelligence in a health perspective
- Digital prevention and treatment services for people with physical and mental disorders
- Strengthen local health as well as development, testing and application of welfare technology within e.g. the elderly and the social and health sector.
- Clinical outcome and financial impact of whole genome sequencing
- One Health approach (interdisciplinary research into infections in both humans and animals (zoonotic diseases)), which also includes environmental and climate perspectives with significance for the spread of these infections.

As far as possible, the research must be carried out in close cooperation between research institutions and the business sector.

### **Digitalisation, technology and innovation**

The theme supports research and innovation within digitization and new technologies, which can contribute to maintaining and developing production and workplaces in Denmark. The effort can, among other things, support the development of digital solutions for the benefit of the green transition, health and welfare as well as Denmark's security.

The funds must strengthen innovation in a number of important areas, including e.g.

- Robot and drone technology
- Automated production technology
- Development and use of new materials and process technologies
- Particle research
- Big data and artificial intelligence
- Cyber and information security
- Space-based technology and data
- Semiconductors, micro- and nanochips
- Technological solutions that support digitization of citizens' and consumers' options

The research can also create new knowledge about the importance of digitization for people and society, etc.

### **Non-theme specific funds**

This funding is aimed at projects that do not fall within the three themes above. These projects may, e.g., be within the humanities or social sciences research. Grants awarded in the form of non-theme specific funds should meet exactly the same requirements that apply to the projects applying within the themes. When



submitting the application, you need to argue why the project does not fall within one of the three themes above.

## 2. What can I apply for investment in?

Innovation Fund Denmark finances part of the company's expenses for the Industrial Postdoc's salary and travel activity and the research institution's expenses for the Industrial Postdoc project. Innovation Fund Denmark will pay out funding to both the company and the research institution, and the funding may only be spent on the company's and the research institution's own respective project costs.

### 2.1 How large an investment can I apply for?

#### Funding for the company

Innovation Fund Denmark finances up to DKK 22,000 per month of the Industrial Postdoc's salary during the project period although covering only a maximum 50 % of the total salary (i.e. actual salary expenses calculated on the basis of the annual gross salary, including pension, insurance and holiday pay).

The company will also for every month of the project period have DKK 2,500 at its disposal for travels for the Industrial Postdoc (in connection with the Industrial Postdoc's participation in project-relevant conferences at home and abroad as well as stays abroad). For each travel this covers one round trip ticket to the destination, visa, travel insurance and accommodation. Meals, daily/local transport, books, etc. are not covered. The funds may be freely spent throughout the project period and are not tied to any particular month.

The company must pay all other expenses for the project, including equipment, materials and data collection. This also includes personal equipment for the Industrial Postdoc, such as laptop and mobile phone.

Please note that a maximum of 50 % of a company's total expenses for an Industrial Postdoc project may be financed by public funds.

#### Funding for the research institution

Innovation Fund Denmark will grant the research institution up to DKK 10,000 (including overhead) for every month of the project period. The amount may cover the research institution's project-related expenses for:

- The research mentor's sparring with the Industrial Postdoc.
- The research mentor's participation in conferences. This will cover one round trip ticket to the destination, visa, travel insurance and accommodation. Meals, daily/local transport, books, etc. are not covered.
- Project-relevant equipment, materials, apparatus (acquisition and/or use) and external services.
- Work on the project by other employees (does not include HR and financial functions, rent, public utilities, etc.).
- Publication and dissemination of research results.

The funds may not be used for the Industrial Postdoc's salary or travel expenses. The funds may be spent freely throughout the entire project period and are not tied to a particular month. The research institution must submit financial accounts at the end of the project and return unused funds to Innovation Fund Denmark.

## **2.2 What can the investment finance, and how long may be project last?**

The financing may cover a maximum of 50 % of the project costs in the company.

The project may last from 12 to 36 months. It must specify in the application how many months funding you are applying for.

## **3. Application**

The application deadlines are determined on an ongoing basis and published at <https://innovationsfonden.dk/en/p/industrial-researcher>. The application and all communication must be in Danish, English or a combination of these two languages.

### **3.1 How do I apply?**

Your application must be created and submitted via the electronic application system: [www.egrant.dk](http://www.egrant.dk)

The main company mentor must create and submit the application. The research institution mentor must also register at [www.egrant.dk](http://www.egrant.dk). Once the company mentor has created the application, the research institution mentor who participates in the application must be added. The same applies for the Industrial Postdoc candidate if applying with a specific candidate. These steps are necessary for the application to be processed.

The applicant must register as a user of the system with either a username and password or with MitID before an application can be created.

You create a new application by locating the correct call under 'Search options' and press 'Start your application'. Note that the list of search options is sorted alphabetically, and that the names of all calls from The Innovation Fund Denmark will start with 'IF'.

### **3.2 What should the application include?**

In the application to Innovation Fund Denmark, you must describe the Industrial Postdoc project and the persons and organisations (company, university and possible third parties) participating in the project. A description of how the project contributes to the chosen theme (see section 1.6) is part of the application.

The application must include a description of the following:

- Objectives and success criteria
- Business significance and impact
- State-of-the-art and if relevant theoretical background
- Project description
- Expected publications
- Courses, conferences and stays abroad
- Structure and time schedule
- Time distribution
- Company
- Research institution
- Possible third parties

In addition to the above, the application must also include:

- CV of mentors
- CV of potential candidate
- PhD diploma for potential candidate
- Signatures by the potential candidate, company mentor, holder of financial responsibility in the company, research institution mentor, holder of financial responsibility at the research institution and potential third parties

If the application does not comply with the formal requirements and deadlines stated in the application form in e-grant and in the appendix templates, or if incorrect templates have been used, Innovation Fund Denmark may reject the application without active consideration, i.e., without assessment of the academic content of the application, cf. Article 5 in the Ministerial Order on the grant function etc. under Innovation Fund Denmark.

It is possible for a company and a university to apply to the Industrial Postdoc programme without a specific Industrial Postdoc candidate. If the application is approved, the partners should find and have an approval for a qualified candidate within six months of receiving the approval.

Innovation Fund Denmark publishes titles, summaries and participants of approved projects on Innovation Fund Denmark's website. Therefore, you need to make sure that the title and summary do not contain information that you wish to keep confidential.

## **4. Assessment**

### **4.1 How does the assessment process take place?**

The first step in the assessment is an evaluation of whether your application meets the administrative requirements described in these guidelines.

The second step is an academic assessment of the application. The basis for the assessment is the material which you as an applicant submitted via e-grant, and which falls within the framework of the Industrial Researcher programme guidelines. In addition, the assessors will rely on the prior knowledge they possess, i.e. the reason why they can be appointed as assessors, as well as knowledge that can be obtained through publicly available sources (e.g., literature and article databases, patent databases and company databases).

### **4.2 Who evaluates the application?**

The Innovation Fund Denmark Industrial Researcher Committee, comprising recognised researchers as well as research and business experts within various disciplines, will assess the applications. The Committee makes a recommendation to Innovation Fund Denmark that will make the final decision. You can find more information about the Industrial Researcher Committee on the Innovation Fund Denmark website.

The Committee may decide to obtain external assessments in cases where additional professional or academic competencies are needed for the assessment – in such cases, the external assessment will be submitted to the applicant for consultation. The applicant needs to be aware that if an external assessment is used, the assessment that the applicant receives in consultation will only constitute part of the overall assessment basis. Thus, the final assessment may yield a different result than what is indicated in the

submitted external assessment. Also, academically qualified employees at Innovation Fund Denmark may, as well, take part in the assessment of the application. An assessment made by an Innovation Fund Denmark employee will not be sent for consultation.

#### **4.3 How will the application be evaluated?**

The application will be assessed on the basis of the following assessment criteria:

##### **The quality of the idea**

The project must overall be at Postdoc level, and it must be realistically possible to complete it within the project period. The quality of the project will be specifically assessed with regard to:

- Research-relevant novelty
- Quality of the description of state-of-the-art within the subject area
- Relevance and level of the theoretical basis
- Quality of hypotheses/research questions
- Relevance and concretisation of selected methods and data basis.

##### **Impact**

The project must have a clear business significance and impact for the Danish part of the company and is assessed specifically with regard to:

- The expected contribution of the results to the company's business foundation and/or earnings.
- The plan for and probability of implementation and commercial realisation of the results.

Please note that it is not sufficient that the project promotes and brands the company or acts as a lever for additional project funding.

##### **Quality in execution**

The application must demonstrate that the project is well structured, and that the partners are competent and relevant. The following will be specifically assessed:

- Feasibility and organisation of the project (including structure and time schedule, role distribution, the Industrial Postdoc's time distribution, plan for dissemination and publications).
- The establishment of a significant association between the Industrial Postdoc and both the company and the research institution.
- The quality of the project partners' qualifications.

#### **4.4 How do I receive a response to my application?**

An Industrial Postdoc application may be approved, conditionally approved or rejected. The applicant will receive a response through e-grant.

##### **Approval**

If the project is approved and given a letter of commitment, the project must start at the earliest on the day the letter of commitment is awarded and no later than six months after the letter of commitment is awarded.

##### **Conditional approval**

If the application is conditionally approved, you will receive a decision outlining the conditions for final approval in E-grant. If, e.g., you have applied without a candidate, it will be a condition that you find a

qualified candidate. You submit documentation for having satisfied the conditions to the Fund via E-grant. Only when the project has met the condition for final approval will you receive the letter of commitment. It is also only when the project has received final approval that the project can start and it must start no later than six months after the final approval is given. The condition must be fulfilled no later than six months after the decision is issued.

### **Rejection**

If the application is rejected, you will receive a reasoned rejection in e-grant. It is possible to reapply at the next application deadline, choosing the same or a different theme (see section 1.6.). When re-applying, you need to explain how the reasons for rejection have been dealt with. All material, including new signatures, must be resubmitted upon re-application, and the application must be re-created in e-grant. It is possible to get a short, written elaboration on the rejection. You can ask for this by writing to [erhvervsforsker@innofond.dk](mailto:erhvervsforsker@innofond.dk) with no more than three specific questions regarding the rejection. Remember to write your case number in the email.

### **4.5 When will I receive a response to my application?**

As a rule, the Industrial Researcher Committee processes the application within three months. The Committee may decide to obtain more information from the applicant for the assessment. In that case, the processing time may be longer.

## **5. From approval to start-up of the project**

### **5.1 What happens after my application is approved, and when may the project start?**

An approved project can start on the day on which the letter of commitment is issued at the earliest and no later than six months after the day on which the letter of commitment is issued. The final start date of the project must be stated by the research institution in the letter of commitment, the start date must be no later than six months after the issuing of the letter of commitment. If a conditional approval has been given, the condition must also be fulfilled within six months. If an approved project has not started within six months of approval, or if the condition is not met after six months, e.g. because a suitable candidate has not been found, the Innovation Fund reserves the right to withdraw the grant.

If the project is approved, Innovation Fund Denmark creates a grant case on [www.e-grant.dk](http://www.e-grant.dk). You must submit financial accounts, reports and other written documents to the Fund via e-grant, depending on your obligations in the project. Likewise, you ask for approval of project changes and otherwise communicate with the Fund's employees via e-grant. All project partners should be entered into the grant case in e-grant. It is the responsibility of the project parties, that the relevant people are attached to the case.

### **5.2 Which terms of employment will apply to the Industrial Postdoc candidate?**

#### **Employment**

In an Industrial Postdoc project, the Industrial Postdoc is employed by the company and thus works under the terms and conditions that apply to private employment. The Industrial Postdoc must be employed full time during the project. The Industrial Postdoc's work assignments and time must primarily be used on the Industrial Postdoc project and only to a limited extent on related research activities. Also, the Industrial Postdoc's time must be distributed between the company and the research institution in a way that is appropriate for the project, ensuring affiliation to both environments.

The employment must, as a minimum, be subject to the general terms and conditions for salaried employees. Other terms of employment may follow from a collective agreement, if any, or from an individual agreement. Non-compete clauses or the like in the employment contract must not limit the possibility to obtain employment elsewhere.

### **Pay**

The Industrial Postdoc's total salary (the sum of salary and pension) must at least correspond to the total salary for postdoc employees in the state as determined by the relevant collective agreement. You may find salary rates at <https://innovationsfonden.dk/en/p/industrial-researcher>. Questions about specific salary levels may be directed to the relevant union.

## **6. During the project**

If the project is approved or receives a conditional approval, Innovation Fund Denmark creates a grant case in e-grant. You must submit financial accounts, reports and other written documents to Innovation Fund Denmark via e-grant, depending on your obligations in the project. Likewise, you ask for approval of project changes and otherwise communicate with the Fund's employees via e-grant. The deadlines for submitting the required documents will always be evident from the case in E-grant. In case the required documents are not submitted within the deadline, the Innovation Fund has the right to stop the project, withdraw the remaining grant and demand repayment of the full prepaid amount.

The company mentor is responsible for the company's communication with the Fund via e-grant, including the company's submission of required documents via e-grant. The research institution mentor is responsible for the research institution's communication with the Fund via e-grant, including the research institution's submission of required documents via e-grant.

All communication between the Innovation Fund and the project takes place via E-grant. It is the project participants' own responsibility to ensure that the relevant persons are assigned to the case at all times.

### **6.1 How will the investment be paid out?**

Innovation Fund Denmark pays 85 % of the full grant to the company and the research institution up front. For Danish organisations, the grant is paid to the NemKonto linked to the organisations' CVR numbers. When the project has finished and Innovation Fund has approved the final reporting from both the company and university the last part of the grant will be paid.

### **6.2 what do I need to report during the project?**

The research mentor and the research institution ensure ongoing academic follow-up of the project, while the business mentor ensures the anchoring of the project in the company. The foundation's follow-up therefore focuses on the collaboration, results and effects.

At the end of the project, the company must complete a final report that evaluates the project in relation to effects, results and process. Submission of the final report is one of the prerequisites for the fund to make the final payment to the company.

The foundation must not receive any other reporting during the project.

### **6.3 What will happen if I cannot comply with the plan?**

The company and the research institution must immediately notify Innovation Fund Denmark if there are significant changes in the premises for the grant. This includes, among other things, a change of mentor, leave of absence, major interruptions or delays and significant academic changes. Significant academic changes are changes that are so extensive that the project cannot be immediately recognised when compared to the project that was originally approved.

The project may only continue when and if the Fund approves the changes. If the duty to inform is not complied with, the Fund may decide to discontinue the grant and ask for funding paid out to be paid back. The change request must be submitted via e-grant.

### **Leave of absence**

The Industrial Postdoc may ask for leave of absence. The request must be submitted via e-grant.

The Fund needs to approve the request before the leave may start. Innovation Fund Denmark does not provide grants during part time or leave periods, incl. parental and sick leave. The end date of the project may be postponed in accordance with the leave period and the grant will instead be provided during the extended period. If the company receives reimbursement from another public sector due to, e.g. parental leave or long-term illness of the Industrial Postdoc, it is necessary to apply for leave from the Industrial Postdoc project.

### **6.4 What do I need to do at the end of the project?**

The company will receive the last part of the total grant when Innovation Fund Denmark – at the end of the project – has received and approved:

- A financial report
- An auditor's statement for the company's final accounts.
- The final project evaluation.

The research institution receives the last part of their grant, when Innovation Fund has received and approved

- Financial report
- The final project evaluation

The final evaluation consists of a form that evaluates the project with regard to impact, results and process. The evaluation form must be completed by the project partners before the Fund may effectuate the last pay-out to the company and the research institution. The Fund does not need to receive other academic reporting during the project.

The partners' grant expenditures during the project period must be stated in the final accounts, after which the Fund will settle with both partners. Be aware that this may mean that the company and the research institution will have to pay back some of the prepaid grant at the end of the project.

The company must also declare in good faith that the total public subsidies given to the company do not exceed 50 % of the company's total project costs.

## **7. Industrial Postdoc in the public sector**

If an organisation, cf. section 1.3, is not categorised as a private company, it is – in the context of Industrial Researcher – considered to be a public organisation.

The organisation may apply for an Industrial Postdoc in the public sector in connection with the call for Industrial Researcher for public companies. Please check the website regularly for notices and deadlines for public Industrial Postdoc. The grant amounts are the same as for private companies. The thematisation of the Industrial Researcher programmes described in section 1.6 also applies to Industrial Postdoc projects in the public sector. For further information, see <https://innovationsfonden.dk/en/p/industrial-researcher>.

The purpose of Industrial Researcher in the public sector is:

- To support research, development and innovation in the public sector through targeted and application-oriented research projects.
- To develop researchers with insight in research, development and innovation in the public sector.
- To build networks and support knowledge sharing between public organisations and research institutions.

### **7.1 Special conditions**

Public organisations that have the authority to issue PhD degrees may not act as a host company in a public Industrial Postdoc project, but may act as a research institution. Other public institutions, e.g. university hospitals, may only function as a host company in a public Industrial Postdoc project within the research-relevant main areas (social sciences, health sciences, etc.) in which they do not already have permanent research activities.

The company mentor must work in the public sector on a daily basis rather than in the private sector.

### **7.2 Special assessment criteria**

No financial impact is required for the applicant company in connection with a public Industrial Postdoc project. Instead, the project will be judged on the novelty and use-value it has for the organisation.

The use-value for the organisation may, e.g., consist of:

- streamlining
- knowledge building that directly increases the organisation's competencies
- systematic dissemination of knowledge
- strengthening the quality of the organisation's work or services.

In addition to the use-value of the organisation, a public Industrial Postdoc project must be of benefit to society.

The project will therefore also be assessed based on its broader societal value which may, e.g. be that the use-value of the project for the institution:



- is disseminated to other similar organisations.
- leads to improved living conditions for citizens in the community.
- Leads to improved conditions for the business community.

In addition to the above special assessment criteria, the criteria for the quality of the idea and the quality of execution, cf. section 4.3, also apply to public Industrial Postdoc applications.

## **8. State aid**

Investments in the Industrial Researcher programme are provided in accordance with article 25 of the General Block Exemption Regulation (Commission Regulation (EU) No. 651/2014 of 17 June 2014 on certain categories of aid and their compatibility with the internal market pursuant to Articles 107 and 108 of the Treaty), as the part of the project receiving funding should in its entirety fall within one or more of the categories “fundamental research” or “industrial research” as defined in the General Block Exemption Regulation article 2 (84) and (85).

The company can receive funding to cover up to DKK 22,000 per month for salary as well as DKK 2,500 for travel expenses. Irrespective of those limits, the public funding for the company may not exceed 50 % of the company’s eligible project costs.

## 9. Information management

### 9.1 Registration of information

The e-grant application system will automatically register selected information. When you register as a user, e-grant registers your identity, IP address and the time when the application was created or edited.

### 9.2 Applicant's responsibility

It is the applicant's responsibility that the information in the electronic application is correct, that the necessary appendices are attached to the application, that the content of the appendices is correct, and that the application is submitted prior to the expiration of the application deadline.

Innovation Fund Denmark will normally not ask for further information for use in the processing of the application unless this is indicated in the other sections of the guidelines. Likewise, material and other documentation attached to the application and submitted further to the specified application material will generally not be included in the application assessment.

The applicant is obliged to inform Innovation Fund Denmark immediately if there are significant changes in the submitted information, including if funding has been received for the project or parts of it from third parties.

### 9.3 Correction of application information

It is not possible to correct the content of the application after the application deadline, except for correction of possible personal information.

### 9.4 Procuring other information

If funding for the project has been applied for or will be applied for elsewhere, Innovation Fund Denmark reserves the right to obtain information on whether the amounts have been granted.

### 9.5 Privacy policy

The privacy policy of Innovation Fund Denmark concerns our treatment of your personal data when we have the obligation as data controller.

We treat your personal data in compliance with existing legislation, including the general data protection act and the law on data protection.

Link to [Innovation Fund Denmark Privacy Policy](#).

## 10. Publication of information

Innovation Fund Denmark will publish an overview of the projects that receive an investment, and Innovation Fund Denmark will for this ask the applicants to write a short, simply worded description of the project to be used for publication. You should therefore make sure that neither the project title or the project description include any confidential information.

In addition, information about the participating project partners (company/university), the project title and duration, key figures from the investment and the size of the investment may be published on the Innovation

Fund Denmark website ([www.innovationsfonden.dk](http://www.innovationsfonden.dk)), in the Danish National Research Database ([www.forskningsdatabasen.dk](http://www.forskningsdatabasen.dk)) as well as in Innovation Fund Denmark's publications.

Applicants should furthermore be aware that Innovation Fund Denmark on request (due to e.g. the Danish Open Administration Act) may without any further notice to the applicants pass on lists containing information about the name of the company, project title, the investment applied for, the final decision (rejection/approval) as well as, in some cases, the actual investment for all submitted Industrial Researcher applications.

If a request for access into specific applications and possibly other relevant case documents is made in accordance with the Danish Open Administration Act, Innovation Fund Denmark will, in dialogue with the applicants, ensure that no business-sensitive information and/or any other information that cannot be disclosed according to law, is disclosed.

### **Open access**

Innovation Fund Denmark has adopted the provisions of the '[Open Access-politik for offentlige forskningsråd og fonde](#)'. This means that published scientific articles which are the result of full or partial funding from Innovation Fund Denmark, must be made freely available to everyone via Open Access, if the scientific journal allows it.

### **RPI and the Danish Code of Conduct for Research Integrity**

Innovation Fund Denmark emphasises Responsible Research and Innovation (RRI), which aims to create a better connection between research and innovation processes and results and society's values and needs. In Innovation Fund Denmark, we promote RRI both in the Fund's overall strategies and through our projects, and we adhere to the EU Commission's definition and implementation of RRI.

[Read more about RRI and our requirements on Innovation Fund Denmark's](#) website (under rules of procedure, rules concerning competence to act, etc.).

Please note that the projects in which Innovation Fund Denmark invests should involve relevant stakeholders and institutions in the research and innovation process. This implies, among others, that projects that have or may have a great impact on society and/or the individual citizen, ethically or technologically, must enter into direct dialogue with the general public to ensure the dissemination of information and relevant discussion in society.

Innovation Fund Denmark reserves the right to establish specific requirements in this regard for the projects in which the Fund invests. In cases where the project deals with technologies or processes that may have a significant impact on society, the consequences of the technology or processes must be clearly described in the application. It is therefore expected that these projects include all relevant competencies and methods, and that socially relevant research angles are integrated – e.g., anthropology or similar.

Innovation Fund Denmark also supports the principles set out in [the national code of conduct for integrity in Danish research](#). Innovation Fund Denmark expects that funded projects adhere to the instructions in the RRI and the Code of Conduct.

## **Data management**

Innovation Fund Denmark encourages that handling of project-generated data takes place in accordance with the FAIR principles (FAIR: Findable, Accessible, Interoperable and Reusable), as described in the EU 'Guidelines on FAIR Data Management in Horizon 2020' (version 3.0, 26 July 2016).

In this way, it is, for example, possible to build on previous research results, verify results by other researchers, avoid duplication of work, accelerate innovation and create transparency and credibility about results.

## **11. About these guidelines**

### **11.1 Legal basis**

These guidelines have been established in accordance with section 18, subsection 2 (1) in the Danish Act on the Innovation Fund Denmark, cf. Consolidation Act No. 1660 of 12 August 2021, and Ministerial Order No. 1150 of 25 October 2017 on the grant function, etc. under Innovation Fund Denmark.

Investments in the Industrial Researcher programme are provided in accordance with the framework of the General Block Exemption Regulation (Commission Regulation (EU) No. 651/2014 of 17 June 2014 on certain categories of aid and their compatibility with the internal market pursuant to Articles 107 and 108 of the Treaty), Chapter 1 (Articles 1-12) and Chapter 3 (Article 25).

### **11.2 URIS Guidelines**

We inform applicants that Innovation Fund Denmark adhere to the guidelines for international research and innovation (URIS). For more information, see: <https://ufm.dk/publikationer/2022/afrapportering-udvalg-om-retningslinjer-for-internationalt-forsknings-og-innovations-samarbejde>.

The applicant guarantees that receipt and use of the investment from Innovation Fund Denmark does not violate existing national or international sanctions, including sanctions on freezing funds or bans on direct or indirect control. The applicant should be aware that in connection with the conflict between Russian and Ukraine, EU has considerably restricted the access to making funds and economic resources available for specific physical or legal individuals, entities or organisations according to EU Council Regulation No 269/2014 "concerning restrictive measures in respect of actions undermining or threatening the territorial integrity, sovereignty and independence of Ukraine", and the applicant must guarantee that receipt and use of the investment from Innovation Fund Denmark does not violate this regulation. A consolidated list of person, groups and entities subject to EU sanctions is available on "Consolidated list of persons, groups and entities subject to EU financial sanctions - Data Europa EU".

### **11.3 Technical disclaimer**

The Danish Agency for Higher Education and Science is responsible for e-grant and has a duty to inform about errors that make e-grant so inaccessible that it affects the applicant's ability to submit e-applications within the application deadline. Information on inaccessibility will appear on [Uddannelses- og forskningsministeriets hjemmeside/Drift status](#).

In particularly serious cases, Innovation Fund Denmark may extend the application deadline for all relevant applicants. This will likewise appear on [Uddannelses- og forskningsministeriets hjemmeside/Drift status](#) as well as the [Innovation Fund Denmark website](#).

Innovation Fund Denmark and the Danish Agency for Higher Education and Science are not liable for incorrect information as a result of software errors, calculation errors, transmission errors and similar errors, or for any claims for compensation as a result of the incorrect use of e-grant.