11th Call for proposals

The International Network Programme – an opportunity for initiating new networks and exploring collaboration opportunities in selected partner Countries.

1 Invitation to apply for funding of networking activities

The International Network Programme (INP) is aimed at giving researchers from both the public and the private sector an opportunity to establish networks with researchers from selected countries of strategic priority to the Danish Agency for Science and Higher Education.

The Agency has established the programme with the ambition of increasing the internationalisation of Danish research and the level of cooperation between R&D institutions in Denmark and the selected countries, through projects funded under the Programme.

We invite applications for projects that aim at establishing collaboration between the project partners. The aim of the programme is to give researchers an opportunity to build the foundation for future cooperation and to explore new research partnerships of a potentially high value. The programme supports initiatives bringing together scientists and companies in Denmark and the selected countries, in order to further the exchange of knowledge, and – as a next step, prepare joint research activities or other long-term activities. Applications where project partners have previously published and/or carried out research activities together will not be eligible for funding.

Grants may be awarded to projects between researchers from Denmark and one or more of the following selected countries: China (incl. Hong Kong), India, Israel1, Japan, USA, Brazil, South Africa and the Republic of Korea. For applications with an Arctic focus, partner countries may also include Canada, Russia, Finland, Iceland, Norway, Sweden, Greenland and/or the Faroe Islands (hereafter: “the selected countries”).

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1 With regards to collaboration with Israel, we refer to the framework agreed upon for the Horizon 2020-programme, as described in Article 6, section 1 of L177/1, agreed upon 17.6.2014 (EUR-Lex - 22014A0617(01) – EN)
An amount of approx. 11 million DKK, hereof approx. 1 million DKK for applications with Arctic partner countries, has been reserved for this call for applications (including overhead/administration expenses). Depending on the quality of the applications received, the Danish Agency for Science and Higher Education reserves the right to allocate only part of the funding available.

Each project can be supported with a maximum amount of up to DKK 200,000 excluding overhead/administration expenses (cf. section 2.5).

2 Eligibility and procedures

2.1 Who can apply?
A) Recognized scientists employed at Danish universities and research institutions and B) recognized scientists and research experts employed at R&D intensive companies and GTS Institutes in Denmark.

The concept “recognized scientists” is defined as follows: Persons who have engaged in active scientific research for a number of years, and who possess academic qualifications at a level corresponding to those of at least an associate professor or a senior scientist.

The concept “research expert” is defined as follows: Persons at least PhD level who possess either knowledge of or experience with the performance of research tasks for a number of years at a national or an international level, or who have undertaken in-depth research administration, research management, research dissemination or research policy work for an institution, organisation or company.

2.2 Application deadline
Applications must be submitted no later than:

Wednesday 8 May 2019 at 12.00

Submissions received after the deadline will not be taken into consideration.

2.3 Research areas
The programme is open to all scientific areas. However, for collaboration with partners in Canada, Russia, Finland, Iceland, Norway, Sweden, Greenland and/or the Faroe Islands, only proposals with an Arctic focus will be eligible.
2.4 Project period
The project must begin in 2020 and be completed by 31 December 2021 at the latest. The start date of the project can be 1 January 2020 at the earliest, and the maximum project period can be two years.

2.5 Which types of activities can be supported?
The following types of activities are eligible for financial support:

- The organization and execution of scientific workshops and conferences with participation of researchers, scientists, research experts and PhD-students from Denmark and from one or more of the selected countries.

- Travel between Denmark and the selected countries in order to investigate the potential for new projects and partnerships. Accommodation and meals can also be covered by the grant.

- Stay at a guest institution in one of the selected countries and/or in Denmark. The grant allows stay at a guest institution in one of the selected countries for researchers, scientists and research experts from Danish universities, research institutions, companies or GTS Institutes. The grant also allows the grant holder the opportunity to invite foreign researchers, scientists and research experts to visit Danish universities, research institutions, companies or GTS Institutes. If relevant for the network activities and future plans of the network, PhD students and postdocs can be involved as well.

The networking activities must be of an exploratory nature. Only networking and matchmaking activities seeking to investigate new potential for research cooperation are eligible for support.

This means that well-established international networks are not eligible for funding.

Regarding stay at a guest institution: Funding granted under the INP can be used for a maximum 3-months-visit (90 days) in the selected countries and/or Denmark. The period of three months can be divided into multiple visits, though the sum of visiting days must not exceed 90 days for any and all participants.

Applications for funding can be made for one or more of the following budget items:

- Operating expenses for:

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2 See The National Tax Board’s binding answer of 23 October 2012 (SKM2012.623.sr): http://skat.dk/SKAT.aspx?oId=2082721&vId=0&search=legater+til+videnskabelige
- The organizing and execution of workshops and conferences
- International travel including airfare, accommodation and daily expenses for food and local transport according to Circular of Mission Agreement (cf. Cirkulære nr. 12212 af 30. juni 2000 om Tjenesterejseaftalen, Finansministeriet).3

- Overhead/administration expenses.

**Funding cannot be used to cover expenses for salaries or fees, i.e. speaker fees, PhD fees, tuition fees, fees for conferences, student assistance and costs related to publications etc.**

**Each application/project can be supported with up to a maximum amount of DKK 200,000 excl. overhead/administration expenses.**

If more applications than one are submitted by the same applicant, only one, if approved by the Agency, will be granted funding.

Danish institutions (including Danish universities and sector research institutes) which are subject to the rules regarding grant-funded research activities in the Danish Ministry of Finance’s budget guidelines, and which are authorised to carry out grant-funded research activities, will be granted 44% of the total amount applied for to cover administration expenses.

Other publically owned institutions, for instance university hospitals, will be granted 3.1% of the total amount applied for to cover administration expenses.

GTS institutes will be granted 20% of the total amount applied for to cover administration expenses.

Overhead or administration expenses will not be granted to private persons, companies or non-profit organisations.

Financial support for companies are granted in accordance with the EU regulation and De minimis aid, cf. Commission Regulation (EC) No 1407/2013 of 18 Decem-

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3 The document is only available in Danish http://hr.modst.dk/Service%20Menu/Love%2oregler%20og%2oaftaler/Circular/2000/200006q0%20-%20Tjenesterejseaftalen.aspx
ber 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid. This implies that financial support is granted on the assumption that the company is familiar with and follows the rules of de minimis aid. Hence, applicants from companies are required to use the form “Declaration of aid under de minimis regulation” which must be appended to the electronic application. The form is found in the electronic application module (e-grant).

Please note that a grant from this call is personal. However, the institution or company where the applicant is employed will receive and must administer the grant.

2.6 Evaluation procedure
The Danish Agency for Higher Education and Science has appointed a Network Programme Committee (NPC), which consists of experienced and highly qualified members. An overview of the members of the NPC can be found [here](#).

The task of the NPC is to evaluate the applications and to give advice to the Agency regarding which projects should be supported.

Based on NPC’s advice, the Agency will make the final decision on which projects that are to receive funding.

*Consultative procedure*
Each application will be evaluated by the members of the NPC. Applicants not recommended for funding by NPC will receive feedback of his/her application.

The applicant will have at least eight work days to comment on the feedback. The Agency will inform the applicant of the precise deadline for comments. Feedback that elaborates on the application, will not be taken into account.

The final decision rest with the Agency and is based on the criteria described in the call, the evaluation from the NPC, the applicant’s feedback and prioritisation of the overall field of applicants.

2.7 Evaluation criteria
The applicant (recognized scientist or research expert from Denmark, cf. section 2.1) must have identified one or more foreign partners from a scientifically/technically recognized institution/company from one or more of the selected countries.
The applicant and the foreign partner(s) must be recognized scientists or research experts in the relevant field of research, and the project must be endorsed by their respective institutions, cf. section 2.8.

The assessment of applications will be based on the following non-prioritised criteria:

- The exploratory nature of the network activities i.e. networking activities seeking to identify new potential for research cooperation. Priority will be given to projects where there is not already a well-established contact between the project partners; i.e. project partners with previous research activities and possibly joint publications will not be considered eligible for funding.
- The clarity and transparency of the application. The application should be well-written, thoroughly prepared and communicate its purpose precisely.
- From the application it must be clear who will be involved in and responsible for implementing the different activities.
- The scientific quality, clarity and focus of the activities.
- The potential for future scientific cooperation, e.g. the potential for collaboration after the project period funded by the International Network Programme.
- The academic background and level of excellence of the applicant and the foreign partner(s) as well as of other key persons involved in the project.
- If the project includes stay at a guest institution in one of the selected countries or in Denmark:
  1. The academic background and level of excellence of the researcher(s) staying at another institution.
  2. The relevance of the stay at another institution in relation to the network activities and future plans of the network.
- The level of excellence of the main foreign partner institution(s).
- The added value to be gained from cooperation with the chosen foreign partner(s). The applicant should make clear why the proposed constellation of project partners will bring added value to the project.
- The extent and nature of the applicant’s experience in international scientific cooperation.
- The proof of commitment of the chosen foreign partner(s).

Applications will be evaluated on the basis of an overall assessment of the above mentioned criteria and the consistency with the purpose of this call.

2.8 Requirements and procedures for applications

Applicants must use the electronic application module. A link can be found at: https://ufm.dk/forskning-og-innovation/tilskud-til-forskning-og-innovation/eu-og-internationale-programmer/internationalt-samarbejde/international-network-programme
In addition, the application **must have** the following appendices:

1. **Estimated budget for the network activities** using the budget template, **incl. the detailed budget**. The budget must be signed by the applicant and cosigned and stamped by the management of the administrating institution.

2. **Declaration of aid under de minimis regulation** (applies only to applicants from companies).

The two appendices mentioned above have fixed templates, which **must** be used. The templates can be downloaded at: [https://ufm.dk/forskning-og-innovation/tilskud-til-forskning-og-innovation/opslag/2019/internationalt-netvaerks-program-2019](https://ufm.dk/forskning-og-innovation/tilskud-til-forskning-og-innovation/opslag/2019/internationalt-netvaerks-program-2019)

The application must also include the following three appendices which have NO fixed templates, but must abide to the criteria mentioned below:

3. **A plan of action (max 2 A4 page)**, including a description of the activities, a time schedule and information about who will be actively involved in and responsible for implementing the network activities. It should be clear from the plan of action who will participate in workshops, conferences and research stays, and the time invested by each participant in these activities. Furthermore, the plan of action should include the expected outcome of the activities.

4. **Short CVs (max 2 pages each)** of the main applicant and the main foreign partner(s). The CVs should include the top 10 publications. Short CVs (max 2 pages each) of other researchers, scientists, research experts or PhD students actively involved in or responsible for implementing the activities.

5. **Expression of interest from the foreign institution(s) (max 2 pages each)** of researchers, scientists, research experts or PhD students visiting Denmark or from the institutions visited by Danish researchers, scientists, research experts or PhD students. The expression of interest must be written on official paper and **signed by the management** of the foreign institution. If the project has more than one partner, an expression of interest from each partner institution must be submitted.
2.9 Final scientific report and financial account
Upon completion of the project, the main applicant is required to submit a scientific report to the Danish Agency for Science and Higher Education. The scientific report is submitted online via the same portal used for the application process.

Furthermore, the main applicant is required to submit a financial account. This is to be submitted via the same portal used for the application process.

Granted funds are paid out according to the Terms & Conditions for Grants, as published on the Ministry's website. Any unused funds must be repaid by the grant holder to the Danish Agency for Science and Higher Education.

2.10 Submission and processing of applications
Applications must be submitted electronically and written in English.

Appendix 1 (budget) must include the original signature of the applicant and original signature and stamp of the management of the administrating institution.

If the applicant is a recognized scientist or a research expert from a private company, appendix 2 (Declaration of aid under de minimis regulation) must be signed and attached as well. By signing appendix 2, the applicant confirms that the company does not exceed the limit of granted de minimis aid (200.000 EUR over the past three financial years) in accordance with Commission Regulation (EC) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to De minimis aid.

Funding is granted on the condition that the budget is approved and signed by the management of the administrating institution or company and signed by the applicant.

Applications must be submitted to the Agency no later than the time and date specified in this call for applications.

Applications will be rejected if the deadlines and requirements, including the required appendices, set out in this Call for Applications are not met. If either CVs, Plan of Action or Expressions of Interest exceeds two pages, only the first two pages will be included in the evaluation.
It is the applicant’s responsibility that the application contains all relevant information. As a rule DAFSHE does not collect additional information for use in the assessment of the application. Equally, as a rule, forwarded material and other documentation enclosed with the application apart from the appendices mentioned in section 2.8, will not be considered in the assessment of the application.

2.11 Announcement of decision
The final decision regarding supported projects will be notified to the applicants no later than at the end of November 2019.

2.12 Rights regarding information processed electronically
The Danish Act on Processing of Personal Data with latest revision (Act No. 429 of 31 May 2000) gives you some rights when information concerning you personally is processed electronically. We would therefore like to draw your attention to the following:

- Upon request, you are entitled to inspect and, where relevant, correct information concerning you whenever such data is processed electronically.
- If your application is granted, information about your name, the project execution site, the title and duration of the project, key numbers and the size of the grant will be published in the Danish National Research Database (http://www.forskningsdatabasen.dk) (partly in English), the InnovationDanmark database and on the homepage of the Ministry of Higher Education and Science (http://www.ufm.dk).

2.13 Third party access to proposals
In order to aid the work of the Ministry’s innovation attachés, the attachés at the Ministry’s Innovation Centres will get access to all proposals regarding this call including an overview of the results. An overview of the results includes the names and titles of the grantees and non-grantees, their work address (university or company), title of the project, cooperating country/countries and amount applied for and awarded.

Information will be passed on to the InnovationDenmark database to be used for statistical and scientific purposes. Upon request from a third party, the Danish Agency for Science and Higher Education may disclose the InnovationDenmark database for statistical and scientific purposes. A third party would typically be other public institutions (e.g. universities and ministries) and private consultancies conducting an analysis or evaluation on behalf of a public institution. Information about which actors have been given access to the database for statistical and scientific purposes can be obtained from the Danish Agency for Science and Higher
2.14 Processing of personal data
The information you provide in your application will be registered in E-grant, The Danish Agency for Science and Higher Education’s grant administration system. You have the right to request access to rectification or erasure of data which the Agency registers and stores about you, cf. the Danish Act on Processing of Personal Data and Regulation (EU) 2016/679 of The European Parliament and of The Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation). The information you provide will be stored for as long as it is necessary for the purposes for which the information is collected, cf. this call for proposals.

Further information
The Danish Agency for Science and Higher Education

For questions regarding the call, contact:

- Head of Section, Ditte Nissen Lund, tel.: +45 7231 8377, e-mail: dnl@ufm.dk
- Head of Section, Adam Baden, tel.: + 45 7231 8293, e-mail: aba@ufm.dk
- Assistant Principal Clerk, Winnie H. Laugø, tel.: +45 7231 8203, e-mail: whl@ufm.dk

For questions regarding the application form or technical questions:
Contact the support helpdesk, tel.: +45 3392 9190 (Weekdays from 09.00-12.00), e-mail: support.e-grant@ufm.dk.

Contact details of the Agency’s data protection officer: Marit Abel, tel: +45 7231 8909, e-mail: maab@ufm.dk