

Application guidelines – Villum Infrastructure Programme 2025

The list of qualified departments is published with the call. Please refer to that to check your eligibility.

The application itself must include the items below and in the following order:

Please note that you must use a font no smaller than Times New Roman 12 pt, 1.15 line spacing, with a page margin of at least 2 cm (top, bottom and sides) throughout the application. Text exceeding the limits provided below will not be considered by the selection committee. Hyperlinks should not be included in the text.

A: Summary of application (B - I) – max. 2500 characters incl. spaces.

Use language understandable to a non-specialist. The summary will be used to identify potential peer reviewers, if the application proceeds to the second stage. Do include key-words and necessary technical terms.

B: Project description – max. 5 pages, including figures and tables. References should be included in item **K** below.

State a clear research vision, state-of-the-art and the strategic relevance of the infrastructure, and the long-term potential for it contributing to propel excellent Danish research to the global front.

Your application should outline ambitious plan for the infrastructure, including how you will build on current research and, if relevant, existing facilities, to drive the area forward. The following questions may be addressed as part of the project description:

What kind of new insights, results and/or new tools and methods will this facility help produce?

How will associated activities impact and redefine this field of research and how do you plan to share the advances and create visibility concerning the infrastructure?

What will the competitive and cutting-edge be compared to other well-known research infrastructures within the same field, nationally and globally? What is the strategic value?

How will the commitment of the host institution and mandate to you (and co-applicants) to lead the infrastructure play a part in the success of this infrastructure?

What is your vision for the infrastructure beyond the scope of the grant from the Villum Foundation and how will it impact your ability to network and create new collaborations?

C: The PI – Scientific strength and commitment to the project – max. 3500 characters incl. spaces*.

List your most important scientific achievements/discoveries of the applicant (and co-applicants, if applicable). Explain how your future research will benefit their impact, how access to essential or groundbreaking infrastructure helped you achieve this. Highlight your research area, equipment relevant insights, and leadership relevance to the current application and indicate your expected commitment in terms of time to the establishment and management of the infrastructure (also include “salary” as co-financing in budget template as

an indicator of your commitment). Feel free to refer to the list of publications to underscore why you should lead this effort (up to five), which you submit along with the application.

(*for every co-applicant you may expand the section with up to 1500 characters, incl. spaces)

D: Leadership and facility management – max. 2500 characters incl. spaces.

Provide information on your experience and success as a research leader and the current research environment at the host institution. Elaborate on your previous infrastructure management experience and how you plan to manage and develop the facility, establish user groups, and secure transparent user-access.

E: Collaborations and outreach – max. 1500 characters incl. spaces.

Provide information on who you plan to collaborate with at the local, national and international level. Not just in terms of people, but also in terms of engaging with existing equipment platforms in other locations, e.g. as part of a network. Outline your plans for outreach, communication, and networking activities as part of the sustained long-term development and positioning of the infrastructure.

F: Strategic relevance to the host department – max. 1500 characters incl. spaces

Explain the strategic relevance of the proposed infrastructure to the host department and to the wider Danish research community.

G: Research funding – max. 1500 characters incl. spaces.

Describe how the present application differs from or complements any ongoing grants and existing facilities you have. Be sure to include other potential funding in the pipeline e.g. if the infrastructure in question is included on the NUF1 roadmap.

H: Data management plan – max. 1500 characters incl. spaces.

Considering the amount of data the new infrastructure will generate, you should outline how this will be managed and shared, incl. open access options. Any necessary equipment or access to data storage services should be specified and included in the budget. Follow your respective university guidelines on the subject.

I: Other important aspects – max. 1500 characters incl. spaces.

If relevant provide information on other aspects you believe are important in assessing the relevance and significance of the new infrastructure.

J: Quotations and estimates – max. 1000 characters incl. spaces

Include a brief description of the necessary equipment and quotations you have obtained. The actual quotations should be uploaded with the application as a separate file. Estimates of any necessary adjustments to existing facilities should be included in the budget.

K: Reference list – Max. 1 page.

Budget Specifications

The budget must be submitted in the budget template provided.

Individual grant sizes can be 6 to 35 MDKK.

The grant period is up to 6 years for projects over 15 MDKK and 4 years for projects below 15 MDKK.

VILLUM FONDEN

Salaries for scientific staff (incl. faculty, PhDs and postdocs) cannot be included in the budget for external funding, but salaries for necessary technical support staff (incl. platform managers) can be included.

Equipment quotations should be uploaded as a separate file with the application.

The projects are subject to the [joint agreement on research project supplements](#).

The following items can be included in the budget for funding:

- Purchase of equipment, incl. custom designed, upgrades to existing platforms.
- Running costs, incl. salaries for technical support staff*, maintenance, data management options, outreach activities, and training of facility users. (**Technical support staff salaries = only AC-TAP or TAP*)
- Reasonable costs associated with necessary adjustments to physical locations (e.g. necessary laboratory updates/remodeling/safety precautions and requirements)

Files to upload

The application must contain the following documents (in pdf format as separate files):

- Application
- Letter of support from the host department
- CV(s) in the provided template
- Budget in the provided template
- Equipment quotations