

Formal requirements to applications for financial support from the Research Foundation

- 1) The application must be written on the official application form and submitted via email to gransking@gransking.fo prior to the deadline. Applications that are not submitted on time will not be considered.
- 2) The application form with required enclosures must be gathered in **one single** pdf-file.
- 3) In addition to the application form, these enclosures are required:
 - a) Description of the project (max. 10 pages) including these points (if applicable):
 - i) General reasons, i.e. the general importance of the project estimated by the applicant
 - ii) Professional reasons, i.e. the professional or special importance of the project estimated by the applicant
 - iii) Expected results of project, including milestones and deliverables
 - iv) Methodology and theory, i.e. information as to how the applicant intends to start working from a professional point of view
 - v) Ethical concerns. If the project requires authorization from The Faroese Committee on Biomedical Research Ethics and/or from the Faroese Data Protection Agency, this must be noted here and relevant documents included.
 - vi) Statement of previous research or development in the field, including relevant references
 - vii) Information regarding material, i.e. source material, questionnaires, etc.
 - viii) Links to other projects
 - ix) Plan for dissemination and exploitation of project's results. We require Open Access to the largest possible extent.
 - x) A data management plan including handling, storage and access to the accumulated research data in the project. We require Open Access to the largest possible extent.
 - xi) International co-operation and partnerships if relevant
 - b) Work- and time schedule per calendar year including milestones and deliverables (a,iii)
 - c) A detailed budget per calendar year of the main posts stated in Field 12
 - d) Curriculum Vitae (CV). Important points in the CV are the applicants qualifications and academic background, including research experiences (participating in or leading a comprehensive research) and publications
 - e) The applicant's Exam Certificates (after College)
 - f) A statement from prospective supervisor regarding the applicant's research abilities, acceptance of being supervisor and CV
 - g) A letter of support from the institution/company at which the project is planned to take place

- 4) The application form and the project description have to be written in Danish/Norwegian or English, as the application has to go through professional evaluation outside the Faroe Islands.
- 5) An institution/company and a project leader have to be listed as applicants. In field 2 the name of either the Director or Head of department/Company Leader empowered to legally represent and engage the Institution/Company must be provided. The project leader has to be named in field 3. Both persons must sign the application form.
- 6) The person, who is to carry out the actual work must at least have a Masters' Degree (3+2 years) from a recognised university. In addition, this person must be able to document research abilities.
- 7) If the project is a PhD project, it is required that the main supervisor is either an associate professor or a professor. The main supervisor must confirm the PhD student's research abilities.
- 8) If the project manager doesn't hold documented research competences, it is required that an experienced researcher is part of the project team.
- 9) If the project is a PhD project organized according to the 4+4 or 3+5 system, it is only possible to receive funds for the part of the project that is above Master's level, and for a maximum of 3 years work.
- 10) The Research Foundation may fund up to $\frac{2}{3}$ of the total cost of the project. If the project is an SME project, the limit is $\frac{1}{2}$ of the total cost of the project. Exceptions can be made only in special cases.
- 11) The remaining funding for the project may be funding from the Institution/Company and/or funding or grant from other sources.
The co-funding from the Institution/Company may be cash funds, but also in-kind funding, e.g. by work paid by institution or company, equipment time (research vessel, laboratory time etc.).
Other co-funding may be cash funds, but also in-kind funding specifically granted for this project.
Unpaid work is not accepted as co-funding.
We require formal documentation for all co-funding.
- 12) The Research Board decides whether the project is an institutional or an SME project and what type and level of co-funding level is acceptable.
- 13) Applications for less than 80,000 DKK are ineligible.

14) Salaries must follow official Faroese standards. For PhD students in the Faroe Islands, Denmark etc, where the salary is taxable, the standard salary level is level 1 in the Academic Union's agreement. In Britain, USA, Canada etc. where the grant is tax-free, the granted sum will be on the same level -40% which is equivalent to the taxation level in the Faroe Islands. Grant for pension is given according to the same agreement and has to be transferred to the grant recipient's personal pension's account. All recipients of grants according to this paragraph will receive pension grant according to level 1 in the Academic Union's agreement, regardless of which system they are working under.

15) Grant for salary in PhD studies will only be granted for full time PhD studies. If a person is working part-time in a PhD project in agreement with the work place, grants may only be given to cover expenses for extra supervisor, courses, conferences and stay abroad, which is required as part of the PhD programme.

16) It is only possible to receive grant for one project at the time. If an applicant applies for funding for a new project before the previous has been completed, a new grant will be given under the condition that the previous project is finished satisfactorily.

17) Grants from the Research Foundation are given under the condition that the project is fully funded. When the necessary documentation for the funding is provided, a formal contract between the institution/company, the project leader and the Research Council must be agreed upon and signed. The first rate of the grant may be transferred when the contract has been signed and the formal starting date is approaching.

18) It is possible to receive grants for projects that are already in progress prior to the application deadline, but the grant from the Research Foundation may only be used for expenses held subsequent to the granting date.

*Adopted by the Research Board in November 2016.
Applicable for all projects granted after this date.*