Guide for applicants

Call for Neurotorium Clinical Education Grants within Psychiatry and Neurology 2025

Call closes: 2nd of September, 2025.

Character count in the application system is including symbols and spaces (indicated at the bottom of the field boxes). Note that you will receive an error message if the number of characters in a given field exceeds the specified maximum number. Applicants may only upload attachments (referred to as "enclosures" within the LANAS system) as images (.jpg) or documents (.pdf). Figures related to the project description should be pasted into the project description field. Max 1mb per image, max image width 600 pixels, max 20 mb in total for the whole application. Please check the layout using Preview.

Please note that this is *only a guide* showing the fields of the application form.
Your application must be submitted via Lundbeck Foundation's application system: LANAS.

Contact information		
Field	**Description (if any)**	**Help**
Email		
First name		
Family name		
Country		
Address	Institution – where you are currently employed	
Postal code	Institution – where you are currently employed	
Phone	Your phone number (including country code)	
Date of birth		
Language		
Gender		
Academic degree	Highest academic degree	
Position 1		
Position 2		

Project		
Field	**Description (if any)**	**Help**
Project title	Max 100 characters	
Summary of application	A description of the application that makes it possible for non-experts to understand what it is about. Max 1500 characters	
Project start date	The start date must be after the expected approval of grant (see call text).	You cannot apply for funding for past projects.
Project end date		

Institution	Enter the name and address of the institution you are primarily associated with. For non-Danish institutions, please scroll to the end of the list and select "Create new".	
Country	If you cannot find your country on the list, please email bfc@lundbeckfonden.com	

Co-applicants and institute administrator

Field	Description (if any)	Help
Email		
Role	- Co-applicant - Institute administrator	An institute administrator can be added at any time to help administer the application and / or grant if applicable.
First name		
Family name		
Phone	(Including country code)	
Position 1		
Academic degree	Highest academic degree	
CV	CV from each co-applicant including relevant experience for the proposed educational activities. Max 2000 characters	Short CV
Publications	Max 2000 characters	Short list

Project description

Field	Description (if any)	Help
Confirmation	Confirmation that the applicant has read the entire call text and applicant guide.	Tick box
If resubmission of application	Comments on feedback and explanation of changes/progress. State "Not applicable" if not relevant. Max 1500 characters	
Project description	Project description, including: • The purpose and expected learning outcomes of the initiative. • Description of the curriculum and educational plan with timeline. • A description of where the educational activities will take place. • Choice of target audience and anticipated number of participants. Max 2500 characters	
Potential to positively impact clinical practice	Describe: • A description of how the project addresses an important educational need, including a justification of the choice of target audience and activity.	

	• The project's potential to improve the clinical understanding of prevention, diagnosis, and / or treatment of psychiatric and neurological disorders, and / or their personal and societal consequences. • Plans for future continuation of the project after completion. • How the success of the activities will be measured. Max 2500 characters	
Feasibility of the project	Describe: • Relevant experience of applicant. • Choice and relevance of co-applicants/partners and the degree to which the collaboration strengthens the project. • Infrastructure and resources that are required for the project to begin (e.g. location for teaching, online infrastructure, etc). Max 1500 characters.	
How Neurotorium is utilized in the project	Describe: • A detailed description of the specific Neurotorium resources that will be used in the proposed project, and how they will be used. Max 1500 characters.	
Applicant's CV	The CV should include: name, address, education (including the year of obtainment), and current and most recent positions held. CV should emphasise experience that is relevant for the project. Max 2000 characters	Short CV
Applicant's publication list	Selected relevant publications. Max 1000 characters	
List of educators	Briefly describe the relevant competencies and roles of educators. Max 2000 characters	
Letter(s) of support	Letters of support from relevant institutions and collaborators should be uploaded as pictures using the 'Enclosure' tab. Letters of support should contain a statement confirming the not-for-profit nature of the project. Max 100 characters	

Enclosures		
Images		
Field	**Description (if any)**	**Help**
Name		
Description		

Image	Browse & Upload Only: .jpg or .pdf Max size of image: 1 mb Max number of images: 8	Here you can upload Letter(s) of Support, full budget, etc.

Budget		
Field	**Description (if any)**	**Help**
Create entry	Amount must be in full (DKK). Only include entries directly related to what you are applying for. If you are applying for partial funding of a project, please attach the full budget as an enclosure.	
Comments to budget	Justification of all budget items. Detail funding already obtained for the project, or applied for, from other sources. Max 1000 characters	