# Application for Housing Approval for Postdoc Projects

The deadline for submitting an application for housing approval is announced in ToRSnyt and on the website.

Your application should be based on the department's T-VIP concept and the faculty's postdoc policy.

Below are the details that the management needs to assess whether an application can be submitted with ToRS as host. The document is used in the event of a grant as a contract between the department and the grant holder and is reviewed at the start of the project to ensure that the agreed activities are carried out.

| **Application for Housing Approval** |
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|  | Name of applicant |  |
|  | Project title |  |
|  | Where do I plan to apply? | Insert name of the foundation(s)  |
|  | Brief project description (can also be presented in a separate file of max 1 page) | Formulate a brief project description, including the following:* The project’s goal/ main aim and central research questions.
* What new contributions does the project bring to the research field?
* What outputs are expected to be delivered?
* How does the project fit within ToRS?

For inspiration: why this project? What is new? What is interesting? For whom? Why you? Why now? Why here?Also, consider the value the project delivers to specific stakeholders. |
|  | Name of scientific contact person (mentor) | Which senior researcher at the department will act as your mentor in case of a grant? Remember to obtain acceptance before submitting your application. The acceptance must include a brief description of how you as a postdoc will be integrated into the department’s research environment and any teaching and dissemination activities. |
|  | Project start and length  | How long should the project run? (check guidelines in the call). When should the project start? (check the call for the earliest possible start date). |
|  | For International postdoc applicants | Do you want to spend part of the project period at ToRS? In which case when and for how long? (check the call for possible options) |
|  | Staffing plan:Who will participate? | Fill out the staffing plan (find the link on the ToRS website under the relevant notice) with information about the project period, participants (you will in most cases be the only participant), etc |
|  | Application for Co-financing, including obtaining acceptance from the Education Leader | Indicate here if you will apply for co-financing of your position and how much (Note: not an option for International postdoc applicants).**Note:** For all non-permanent staff applying for co-financing, a preliminary acceptance from the relevant educational leader must be obtained, specifying what you can potentially teach and how much is needed. Also, discuss with relevant education leaders regarding the specific teaching needs.Remember that the co-financing is converted into a number of working hours, which must be completed at the department in the form of teaching or other duties. |
|  | Project partners | List potential external partners or collaborators in Denmark or internationally who will not be employed by the project.  |
|  | Practice involvement | If the project will collaborate with partners outside academia please describe your considerations in relation to [practice involvement](https://kunet.ku.dk/fakultet-og-institut/tors/forskning/praksisforskning-p%C3%A5-tors/Sider/default.aspx) [link to KUnet in Danish] and which impact you expect the project will generate.  |
|  | Integration at ToRS: Research | Answer the following questions:* In what ways does the project contribute to ToRS’ research environment?
* Which research environments can benefit from the project?
* Which environments would you like to be a part of?
* Are there relevant research centers or research clusters?
* What activities are planned in the project to ensure its integration into ToRS’ research environments?

In the event of a grant the above-mentioned activities must be included in a contract with the department at the start of the project. |
|  | Integration at ToRS: Teaching/ education | How does the project contribute to ToRS’ teaching?* Which educational programs can benefit from the project?
* How can the project be incorporated into teaching?
* What activities can be planned in the project to ensure its integration with teaching environments?

In the event of a grant the above-mentioned activities must be included in a contract with the department at the start of the project. |