

## **Guidelines for applications to DCH**

(Dansk Center for Havforskning / Danish Centre for Marine Research)

### **General information**

- The application form is for ship charter and for all intrusive marine research expeditions with the Royal Danish Navy (with or without DCH funding). Intrusive support is defined as limiting the ship in time and space from carrying out other duties.
- The application form should not be used for non-intrusive (logistical) support from the Royal Danish Navy. Non-intrusive support is defined as assistance with transportation of scientific equipment or research carried out underway during normal operations and with great flexibility to timing. These requests are handled via [www.isaaffik.org](http://www.isaaffik.org)
- The purpose of DCH is to promote and strengthen Danish marine research. DCH has therefore no requirements as to the applicant's citizenship, the registered office of the research institution or to geographical of research activities. Your application will be assessed on the basis of whether the project benefits Danish marine research.
- Care should be taken to ensure efficient use of days at sea that are to be funded by DCH. When requesting funds for longer transit legs, the applicants should design the cruise plan so that time is used for underway research, outreach, training or testing of new equipment. DCH can assist with organising expedition planning workshops to bring interested parties together.
- Applicants should clearly justify their choice of vessel.
- Please also note that the Royal Danish Navy will in principle only support activities within territorial waters and exclusive economic zone for the Kingdom of Denmark.

### **The application**

- Applications should be submitted by email to [dch-secretariat@aqu.dtu.dk](mailto:dch-secretariat@aqu.dtu.dk)
- Applications should be received not later than 12:00 Denmark time on 1 April.
- Application format:
  - Only the standard DCH application form should be used. Use Times New Roman 12 pt font and single line distance.
  - All sections should be filled in English. Be as precise as possible.
  - The full proposal should be submitted as one complete PDF file (including appendices).
- Mandatory appendices:
  - Signed applicant institution budget conformation (use template).
  - 2 page CV and complete publication list for applicant and cruise leader.
  - 1 page CV and a list of max. 5 publications relevant for the application for all PIs.

## The budget

- Expenses are only covered for research expedition on vessels larger than 17 m.
- DCH funds:
  - Ship charter (includes standard costs related to charter of vessel such as crew, oil, food, harbour fees).
  - Personal travel to and from expedition.
  - Shipment of equipment and samples in conjunction with an expedition.
- Expenses related to the use of supplementary field equipment (rental costs) may in exceptional cases be covered, if deemed appropriate by the board and clearly specified and justified.
- DCH does not provide funding for insurance.
- DCH does not provide funding for cruise participant salary unless a specified DCH technician is required to coordinate installation and operation of DCH equipment.
- Extraordinary costs for travel and shipment should be explained or supported by a quote.

## How the application is processed and assessed

When assessing the contents of applications, DCH emphasises the points below:

- **Qualifications of applicant(s)**
  - *DCH welcomes applicants from all career stages including early career researchers.*
  - *Applicant and cruise leader do not need to be the same person. Thus, it is possible for an early career researcher to be the applicant while still relying on more experienced colleagues to be the cruise leader, or vice versa.*
  - Does the applicant and cruise leader have the required scientific qualifications and experiences to carry out the project and cruise?
  - Do the other participants have sufficient research competence?
  - Does the applicant and cruise leader have the necessary management qualifications in relation to research and cruise?
  - Is there participation from or collaboration with relevant research teams?
- **Scientific quality**
  - Does the application document scientific progress, innovation and originality?
  - Does the application include a clear and well-formulated objective?
  - Is there agreement between problem formulation and the field sites and methods in the project description?

- **Education activities**
  - Does the application include any educational activities?
  - Are there any Master or PhD students participating?
  - Does the project provide for other transfer of knowledge?
- **Impact and relevance to Danish marine science**
  - Does the application include participants from relevant institutions/research teams?
  - Is the project interlinked with other Danish research projects?
  - Does the application ensure communication of the project and results to the research community?
- **Feasibility**
  - Does the project description include a well-planned cruise schedule, including success criteria, and is the organisation and cruise management well argued?
  - Has the host institution(s) ensured the required resources, including scientific infrastructure and staff?

## **Processing and procedures**

After submission of the proposal you will receive an email confirming that it is received.

All proposals are evaluated by the board according to the ethics guidelines for the Danish Research Councils.

Proposals requesting more than 500,000 DKK are sent out for international peer review. The results of the peer review will be made available to the applicant before the board meets for allocating funds (typically in June) and the applicant has the opportunity to submit a rebuttal for the board to consider. The external reviews and the rebuttal are taken into consideration by the board before it makes a final decision on funding allocation which will be on the basis of its own assessment and prioritisation.

Approximately two weeks after the board meeting, DCH will contact all applicants with the outcome. Rejections contain a brief justification for the decision.

### ***For applications for DCH funded activities with support from the Royal Danish Navy:***

The scientific content of applications will be evaluated and a prioritized list will be passed on to the Joint Arctic Command (AKO). AKO will assess the feasibility and opportunities for integration into their activities. A final decision from AKO can be expected by the end of the year.

***Important: Extended deadline opportunity 15<sup>th</sup> January.*** *For applications for support from the Royal Danish Navy without DCH funds (self-financed):* Use this application form but leave the budget blank. The scientific content of applications will be evaluated by the DCH board and a prioritized list will be passed on to the Joint Arctic Command (AKO). AKO will assess the feasibility and opportunities for integration into their activities. A final decision from AKO can be expected in February.

## **Conditions**

- Your institute can request 80% funding upon receipt of the funding letter from DCH and the final 20% upon receipt of your cruise report and financial report, within two months of the end of field activities.
- For research activities in the North Atlantic and Arctic, DCH also requires that you advertise your expedition as soon as possible on [www.isaaffik.org](http://www.isaaffik.org).

## **Contact**

Please contact the DCH secretariat if you need assistance in filling out the application.

E-mail: [dch-secretariat@aqua.dtu.dk](mailto:dch-secretariat@aqua.dtu.dk)

Phone: Coordinator Christian Riisager-Simonsen

Direkte tf.: 91 37 00 58

## **Application form**

Only the standard DCH application form and budget confirmation form should be used.

The forms can be downloaded from <https://www.havforskning.dk/soeg-om-stoette>