

1. SCHEDULE

Opening of the call on the web-based application of the F.R.S.-FNRS '[SEMAPHORE](#)' for online submission: **FRIDAY 26TH MAY 2017**.

Deadlines are detailed in the table below.

INSTRUMENTS		CREDITS ET PROJECTS CALL 2017			
		DEADLINE TO ACCESS THE ELECTRONIC FORM	DEADLINE FOR THE ELECTRONIC VALIDATION ¹		
			MAIN PROMOTER	CO-PROMOTER(S)	RECTOR
Research Credit	CDR	Wednesday July 5 th At 2 p.m. (GMT + 1)	Thursday July 6 th At 2 p.m. (GMT + 1)	Thursday July 13 th At 2 p.m. (GMT + 1)	Monday July 24 th At 2 p.m. (GMT + 1)
Research Project	PDR				
Equipment	EQP				
Incentive Grant for Scientific Research	MIS				
Interuniversity Institute for Nuclear Sciences²	IISN				

Funding decision will be taken by the decision-making bodies of the F.R.S.-FNRS at the end of the calendar year. The Starting date for every instrument is the following: 1st January 2018.

2. INSTRUMENTS

Rules and regulations related to eligible expenses have been defined to meet the specific needs of wide-ranging scientific fields.

- Research Credit (CDR - Crédit de recherche)**: a funding instrument for operating costs and small equipment intended for an individual researcher (or her/his team). This instrument not only ensures the funding of basic fundamental research and exploratory research, but also promotes the development of new research themes and researchers.
- Research Project (PDR - Projet de recherche)**: a funding instrument for single or cross-university research projects, supported by a main promoter-applicant, and including

¹ Any application is subject to a procedure which entails 2 or 3 successive electronic validations on the dates mentioned in the above table:

- The validation by the main promoter and responsible proponent accountable to the F.R.S.-FNRS administration: It ensures that the application file is complete.
- The validation by potential co-promoters (Single or Cross-university EQP and IISN): It accounts as an electronic signature.
- The validation by the research unit (Board of Education) of each institution involved in the project: each institution will be required to validate the application form following the validation by the promoters.

² IISN Instrument: see chapter 3 in this mini-guide.

operating, personnel and small equipment costs. The promoter is responsible for choosing the personnel to hire.

- c. **Equipment (EQP- Équipement)**: a funding instrument for equipment. Application can be built around a specific project or general research themes of a team.
- d. **Incentive Grant for Scientific Research (MIS - Mandat d'impulsion scientifique)**: a funding instrument for specific research projects intended for young researchers with the aim of encouraging their autonomy.

These instruments are summarised in the table below. The eligible expenses³ are detailed in the regulatory provisions.

	Duration	Limits €k/an	Nature
Research Credit CDR	2 years ⁴	5 - 30	Operating costs, support operating costs, small equipment, conferences...
Research Project PDR ⁵	2 years or 4 years ⁶	30 – 80 ⁷	For Single-university PDR ➤ 0 to 1 FTE max., €50k, no CV ➤ Operating costs, support operating costs ⁸ , equipment of max. €30k (or max. €60k if personnel not requested)
		30 - 115	For Cross-university PDR ➤ 0 to 2 FTE max., €100k, no CV ➤ Operating costs, support operating costs ⁸ , equipment of max. €15k (or €60k max. if personnel costs minimised, but with a max. limit of €115k)
Equipment EQP	2 years	30 - 200	For a project or research themes
Incentive grant for Scientific Research MIS	2 years	≤150	Operating costs, equipment, personnel

³ The evaluation criteria include the adequacy between the requested budget and the submitted research project. The Scientific Commission may reduce the requested budget up to a maximum of 15%. In case the adequacy of the requested budget with regard to the research programme is not justified and appears to require a reduction of more than 15%, the research programme will not be deemed fundable.

⁴ For CDR, the allocated grants can be used over a 3-year period.

⁵ Following the conclusion of a "Lead Agency Procedure (LAP)" collaboration agreement with the [National Research Fund of Luxembourg \(FNR\)](#), the [F.R.S.-FNRS](#) provides the opportunity to submit collaborative project proposals, as part of the PDR instrument within the framework of the F.R.S.-FNRS Credits and Projects Call 2017, with research institutions established within Luxembourg and eligible for the FNR Luxembourg. Luxembourg partners must comply with the [INTER programme](#) guidelines from the FNR.

Following the conclusion of a "Lead Agency Procedure (LAP)" collaboration agreement with the [Swiss National Science foundation \(SNSF\)](#), the [F.R.S.-FNRS](#) provides the opportunity to submit collaborative project proposals, as part of the PDR instrument within the framework of the F.R.S.-FNRS Credits and Projects Call 2017, with research institutions established within Switzerland and eligible for the SNSF. Swiss partners should also submit their application to the SNSF via the [mySNF platform](#).

⁶ For joint PDR projects with the SNSF (Switzerland), the project duration is 4 years.

⁷ On an annual average for the duration of the project.

⁸ Support operating costs are included in the budgetary limitation of the Single or Cross-university PDR and the maximum amount is of €5k on an annual average for the duration of the project, and per institution involved in the funding application.

3. IISN APPLICATION SUBMISSION SPECIFIC REGULATIONS

- The “labo” agreements aim at covering the ‘shared services’, i.e., technical personnel along with the related operating costs, as well as expenses for inviting lecturers in seminars of general interest, for instance.
- The “project” agreements may cover expenses related to specific scientific projects, e.g., testing, analysis, computing support to an experiment, research-development for a new detector, theoretical research, and scientific missions. Those expenses cannot be claimed via a “labo” agreement.

Expenses claims relating to a scientific project should be elaborated with the most comprehensive possible description of all the expenses.

In particular, the following should be detailed:

- Scientific missions expenses (Belgian researchers travelling abroad, temporary mobility of foreign scientific collaborators as part of the project);
- If applicable, an estimate of the cost for the new equipment to continue the experiment, in case of projects in the long run or a ten-year experiment project for instance⁹.

Details on the expenses should be provided in all applications (new applications, addendum, extension) submitted under this Call 2017.

Promoters involved in an on-going “project” agreement which does not include the travel expenses are required to submit a 1-page addendum detailing those expenses with rationales, without rewriting the project. They must send an email to semaphore@frs-fnrs.be with MCF/DD in the subject line.

To bear in mind: All “Interuniversity Institute for Nuclear Sciences” (IISN-New or Add/Ext) IISN projects may be submitted after the [questionnaire “PROJET IISN”](#) has been duly completed and sent to semaphore@frs-fnrs.be (specifying in the subject line: PROJET IISN). The main promoter will be given access to ‘[SEMAPHORE](#)’ after the F.R.S.-FNRS administration has verified the validity of the application.

4. CONTENT OF A PROPOSAL

Applicants will have the choice to write their proposal either in French or in English. For some fields, using English can broaden the number of experts likely to take part in the evaluations.

It is recommended to applicants who wish to have their application file assessed by [Scientific Commissions](#) dedicated to SEN (Exact and Natural Sciences) and SVS (Health and Life Sciences) domains to submit their application in English (F.R.S.-FNRS-BOT decision of 26th April 2016). Should the application file be submitted in French, the F.R.S.-FNRS may require the applicant, around August/September, to provide a translation in English for the purpose of conducting the [ex-ante evaluation](#).

The F.R.S.-FNRS insists on **strict compliance of the number of pages** allowed for documents that shall be enclosed with the application form and stresses again the sovereign consideration of the Scientific Commissions in case the file would exceed the applicable page limit.

The application file contains the main sections described in the table below.

PRE-FORM	➤ CDR/PDR/EQP/MIS/IISN (For administrative use only)
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⁹ For example: submission of an initial 4-year project with no substantial expenses, however, unless a massive investment is planned, the development and achievement of the project may not be guaranteed.

FULL FORM	PART 1 : PROJECT AND PROMOTER(S)	<p>➤ CDR/PDR/EQP/IISN</p> <ol style="list-style-type: none"> 1. Application reference 2. Scientific Commission¹⁰ and Descriptor fields¹¹ selection 3. Bibliometric indicators + Curriculum vitae and Publications List¹² (PDF files) 4. Scientific proposal & Ethical aspects¹³ (PDF files) 5. Promoter(s)' Statement <p>➤ MIS</p> <ol style="list-style-type: none"> 1. Application reference 2. Scientific Commission¹⁰ and Descriptor fields¹¹ selection 3. Bibliometric indicators + Curriculum vitae and Publications list¹² (PDF files) 4. Scientific proposal & Ethical aspects¹³ (PDF files) 5. Foreign experts¹⁴ (contact details) 6. Promoter(s)' Statement
	PART 2 : BUDGET	<p>➤ CDR/EQP</p> <ol style="list-style-type: none"> 1. Justification of the resources requested 2. Requested budget : Operating (CDR), Support operating (CDR), Equipment (CDR/EQP) 3. Documents to enclose 4. Promoter(s)' Statement <p>➤ PDR</p> <ol style="list-style-type: none"> 1. Justification of the resources requested 2. Requested budget: Personnel 3. Requested budget: Operating, Support operating, Equipment 4. Documents to enclose 5. Promoter(s)' Statement <p>➤ MIS/IISN</p> <ol style="list-style-type: none"> 1. Justification of the resources requested 2. Requested budget: Personnel 3. Requested budget: Operating, Equipment 4. Documents to enclose 5. Promoter(s)' Statement

¹⁰Not applicable for the IISN instrument.

¹¹If applicants select only one descriptor field relevant to the Scientific Commission selected, they shall justify the selection of the Scientific Commission in the application form.

Applicants who select the Scientific Commission FORESIGHT, dedicated to research projects relating to sustainable development (covering Nature Sciences, Applied Sciences, Human and Social Sciences), must demonstrate the "sustainable development" part of their research project, including interdisciplinary aspects (2000 characters max.).

¹²Promoters who have been working for 2 years at least in institutions that have set up an institutional repository (IR) must absolutely submit their publications list in a PDF format, directly created from this repository, and choose the appropriate F.R.S.-FNRS format.

¹³**Documents regarding "Aspects éthiques/Ethical aspects"** must be sent to the F.R.S.-FNRS **by 31st Octobre 2017 at the latest:**

- Questionnaire [Éthique humaine/Human Ethics](#)
- Questionnaire [Éthique médicale/Medical ethics](#)
- Questionnaire [Animaux d'expérience/Experimental animals](#)

¹⁴Applicants shall contact the reference persons prior to mentioning their contact details in the application form if they want to make sure that their referees are willing to provide a reference letter as part of their application. After submission of the application file, the F.R.S.-FNRS will contact the reference persons referred in the application form and a reminder will be sent to each referee in due course. No information will be communicated to the applicant on the receipt of the letters to ensure confidentiality.

	PART 3 : PREVIOUS FUNDING	<p>➤ CDR/ PDR/ EQP/MIS Information about previous funding applications (requested or granted)</p>
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<p>SCIENTIFIC SECTION</p> <p>PLEASE USE THE TEMPLATE PROVIDED FOR THAT PURPOSE</p>	<p>➤ CDR CDR template</p> <ol style="list-style-type: none"> 1. Brief report on previous works 2. Description of the project 3. Comments on changes in case of resubmission 4. Potential interdisciplinary approach of the project 5. Publications and environment of the promoter <p>➤ PDR PDR template</p> <ol style="list-style-type: none"> 1. Short summary of previous works 2. Description of the project 3. Comments on changes in case of resubmission 4. Potential interdisciplinary approach of the project 5. Publications and environment of the main promoter 6. Publications of the other promoters (for Cross-university PDR only) 7. Interactions and distribution of the tasks among the main promoter and the other co-promoters (for Cross-university PDR only) <p>➤ EQP EQP template</p> <ol style="list-style-type: none"> 1. Brief report on previous works 2. Description of the project 3. Comments on changes in case of resubmission 4. Potential interdisciplinary approach of the project 5. Publications and environment of the main promoter 6. Publications of the co-promoters (if any) 7. Interactions and distribution of the tasks among the main promoter and the co-promoters (if any) <p>➤ MIS MIS template</p> <ol style="list-style-type: none"> 1. Brief report on previous works 2. Description of the project 3. Comments on changes in case of resubmission 4. Potential interdisciplinary approach of the project 5. Arguments of the MIS project 6. Promoter's publications related to the project <p>➤ IISN IISN template</p> <ol style="list-style-type: none"> 1. Brief report on previous works 2. Description of the project 3. Publications and environment of the main promoter 4. Publications of the co-promoters (if any) 5. Interactions and distribution of the tasks among the main promoter and the co-promoters (if any) 6. Laboratory staff
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5. SPECIFIC REMARKS

For any unit of personnel requested the promoter shall contact the relevant department of her/his university in order to establish an estimation of the personnel cost based on the scientific seniority. Amounts cannot be changed after application submission.

“Technician and Short-term Postdoctoral Researcher” categories are limited to an annual amount, calculated in proportion to the worked days. Limitations in force in 2018 are the following:

➤ Technician	€55,900- (full time) - €28,400- (part time)
➤ Short-term Postdoctoral Researcher	€49,600,-

As for the MIS, since the F.R.S.-FNRS is the employer of the Postdoctoral researcher, the promoter shall take into account the annual cost provided by the Fund. In 2018:

➤ Postdoctoral Researcher	€76,900- (full time) - €38,600- (part time)
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6. OPEN ACCESS POLICY

The Board of Trustees of the F.R.S.-FNRS has decided to endorse the principle of Open access to publicly funded research. This support has led to the implementation of an institutional mandate providing Open access to publications from F.R.S.-FNRS funded research projects and researchers under the “Open Access Green Road” business model.

This [mandate](#) specifies the conditions under which the F.R.S.-FNRS grant recipients shall store, when possible, all the funded research results of which they are authors or co-authors in their institution’s repository.

Reminder to the research community:

Any scientific publication resulting partially or fully from the funding allocated via the instruments as part of the “Credits and Projects” Call shall mention the source of the funding as follows: “This work was supported by the Fonds de la Recherche Scientifique - FNRS under Grant(s) n° [ID number]”. The same procedure applies to open access publications.

DOCUMENTS, GUIDES, AND RULES AND REGULATIONS AVAILABLE AT
<http://www.fnrs.be/index.php/appels-reglements>