

## **RULES AND REGULATIONS**

**RESEARCH CREDIT (CDR - CRÉDIT DE RECHERCHE)**

**CREDITS AND PROJECTS CALL 2024**

**ADOPTED BY**

**THE F.R.S.-FNRS BOARD OF TRUSTEES**

**ON 3<sup>RD</sup> OCTOBER 2023**

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## CHAPTER I: SCOPE

### Article 1

The rules and regulations hereinafter are only applicable to the Research Credit (CDR) instrument enabling the funding of research programmes within the framework of the Credits and Projects Call of the Fund for Scientific Research - FNRS<sup>1</sup> (F.R.S.-FNRS).

Instrument	Duration	Characteristics	Co-promoter participation
CDR	2 years <sup>2</sup>	The CDR is intended for an individual researcher.	No

### Article 2

The research programme may be conducted in one of the universities of the French-speaking community of Belgium listed in [Appendix 1](#).

### Article 3

The promoter is the person who assumes the scientific responsibility and is in charge of the administrative management of the funded research programme.

## CHAPTER II: APPLICATION

### II- A.: ELIGIBILITY CRITERIA

#### Article 4

The promoter-applicant to a CDR must be:

- Either a Research Associate (CQ), a Senior Research Associate (MR) or a Research Director (DR)<sup>3</sup> of the F.R.S.-FNRS who genuinely carries out the fellowship at the latest by 15<sup>th</sup> November of the year when submitting the application.
- Or a researcher-promoter of an ongoing Ulysse Incentive Grant for Mobility in Scientific Research (MISU) who genuinely carries out the fellowship at the latest by 15<sup>th</sup> November of the year when submitting the application.
- Or a researcher appointed in a university of the French-speaking community of Belgium listed in [Appendix 1](#) and must meet the following conditions altogether:
  - Be permanently<sup>4</sup> appointed to an academic or scientific position or on probation in that university.

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<sup>1</sup> The Fund for Scientific Research - FNRS shall be understood as the F.R.S.-FNRS and its Associated Funds.

<sup>2</sup> Expenses may be spread over a 4-year period.

<sup>3</sup> Chercheuse qualifiée / Chercheur qualifié - Research Associate (CQ), Maître de recherches - Senior Research Associate (MR) or Directrice de recherches / Directeur de recherches - Research Director (DR).

<sup>4</sup> Research logisticians of rank A, as defined by the Royal Decree of 31<sup>st</sup> October 1953 fixing 'le statut des agrégés, des répétiteurs et des membres du personnel scientifique des universités de l'État', are not eligible for the instrument CDR.

- This appointment must have a final and conclusive assent from the competent body to legitimize this appointment in accordance with the Law or the university regulations at the latest by 15<sup>th</sup> November of the year when submitting the application.
- This academic or scientific position must be effective at the latest by 15<sup>th</sup> November of the year when submitting the application.

If the promoter-applicant who is appointed permanently accesses the legal age of retirement / becomes professor emeritus after the validation deadline set for the academic authorities (rectors) and before the end of the funding scheme in case of granting, the submission of the application shall be subject to prior approval by the Head of institution where the research will be carried out.

The promoter-applicant permanently appointed who will access the legal age of retirement / become professor emeritus by the validation deadline set for the academic authorities (rectors) is not eligible.

## **II- B.: ACCUMULATION RULES**

### Article 5

Every promoter-applicant must comply with all the accumulation rules as detailed [here](#).

## **II- C.: SUBMISSION OF APPLICATION**

### Article 6

The Credits and Projects Call is opened once a year and is published on the F.R.S.-FNRS website.

The application can be submitted in French or in English. It must only be submitted on [e-space](#), the online platform dedicated to the calls for proposals.

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) fields, as well as the Scientific Commission SHS-2, to submit their application in English<sup>5</sup>.

All CDR applications are submitted to a procedure including two successive electronic validations on the dates that will be indicated when the call is published.

- The validation by the promoter-applicant: it accounts as a confirmation that the application file is complete.
- The validation by the research administration (or Board of Education) of the university of the French-speaking community of Belgium to which the promoter is related – the Authority to which the application file is transferred following the validation by the promoter-applicant. This authority may accept or refuse the application. The validation deadline set for the rectors puts a final end to the call for proposals.

Applications that have not been validated within the time-frame of the call cannot be taken into account.

**No further change or modification** can be made in the proposal after the validation deadline set for the promoter-applicant.

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<sup>5</sup> Should the application file be submitted in French, the F.R.S.-FNRS may require the applicant to provide a translation in English for the purpose of conducting the [ex-ante evaluation](#).

The validation dates are available in the mini-guide.

## CHAPTER III: NATURE AND DURATION OF THE FUNDING

### III- A.: ELIGIBLE AND NON-ELIGIBLE EXPENSES

#### Article 7

As part of the CDR, the allocated fund can cover 3 types of expenses:

- Operating
- Equipment

Employment of personnel cannot be requested within the framework of the CDR instrument.

#### Article 8

The F.R.S.-FNRS policy on the eligibility of costs is set out in the [Practical Guide to Costs](#).

The F.R.S.-FNRS only reimburses eligible expenses in accordance with the general provisions set out in this guide.

### III- B.: FUNDING CHARACTERISTICS AND PROVISIONS

#### Article 9

The CDR is applicable for two years<sup>6</sup>.

The CDR starting date is set for the 1<sup>st</sup> January following the allocation decision date and the ending date for the 31<sup>st</sup> December.

#### Article 10

A CDR application enables to apply for funding ranging from € 5,000- to € 31,500- per year maximum.

The grants obtained by the promoter in charge of a CDR are personal and shall not be transferable.

## CHAPTER IV: EXAMINATION OF APPLICATIONS

#### Article 11

Criteria that will be taken into account for the evaluation of the CDR applications are the following:

##### CRITERIA

Quality of the promoter:

- CV and publications
- International recognition
- Main research achievements

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<sup>6</sup> Expenses may be spread over a 4-year period.

## CRITERIA

Quality of the research programme:

- Feasibility
- Methodology and relevance
- Originality
- Collaborations

The adequacy of the requested budget with regard to the submitted research programme will also be evaluated. The Scientific Commission may reduce the requested budget up to a maximum of 15%. If the adequacy between the research programme and the requested budget is not justified and appears to require a reduction of more than 15%, the research programme will not be deemed fundable.

### Article 12

The decision-making body of the F.R.S.-FNRS allocates funds according to the budget that is available. It decides on the granting or rejection, and where provided for, on the amounts to be granted.

## CHAPTER V: FINANCIAL PROVISIONS

### Article 13

Grants awarded to promoter include the following categories: operating costs and equipment costs.

Transfers of funds between categories and changes within a category are allowed.

Any change to planned expenses must be notified on [e-space](#).

### Article 14

The budget can be used for the duration of the granting, with an additional 24-month period.

The unspent amount will be recovered by the F.R.S.-FNRS.

### Article 15

Grants at the disposal of the promoter are managed by the financial department of the host university to which they are attached.

The financial department of the host university shall send the supporting documents to the F.R.S.-FNRS as soon as possible.

The supporting documents must be sent before 1<sup>st</sup> March directly following the deadline to use the concerned budget.

## CHAPTER VI: MISCELLANEOUS PROVISIONS

### Article 16

Any device acquired with a credit from the F.R.S.-FNRS becomes the property of the host university to which the beneficiary of the credit is attached.

The purchase of any device must be done with due respect for the provisions defined by the relevant department of the host university.

This institution commits, however, to putting the mentioned device at the disposal of the researcher for the time needed in order to conduct the research, which led to its purchase in the first place. In addition, the host university commits not to alienating or lending the equipment without the prior written approval of the F.R.S.-FNRS.

In the event that the device was purchased with the provision of an additional funding, the F.R.S.-FNRS Board of Trustees will settle the ownership issue with the competent authorities.

#### Article 17

Grants are exclusively allocated for the execution of the research programme approved by the F.R.S.-FNRS. The promoter is required to use them solely for that purpose. Any fundamental change in the research programme must obtain the prior written approval of the F.R.S.-FNRS.

## **CHAPTER VII: RIGHTS AND OBLIGATIONS**

#### Article 18

Any funded research programme must comply with the legal provisions in force regarding ethics.

#### Article 19

Promoters must submit to the rules imposed by the academic authority of the host university where they work and observe its regulations. In addition, regarding the F.R.S.-FNRS, they must adhere to the regulation on property, protection and promotion of the results from the research carried out within the institution.

#### Article 20

Three months after the end of the funding scheme, a request for a final report is sent to the promoter.

This final report must be uploaded on [e-space](#) within two months following the request.

#### Article 21

Pursuant to the [Regulation](#) on the application of the Open Access policy to scientific publications resulting from research programmes supported by the F.R.S.-FNRS and its Associated Funds, any scientific publication resulting partially or fully from the funding granted as part of the CDR instrument shall mention the source of this funding as follows:

- En anglais : *"This work was supported by the Fonds de la Recherche Scientifique - FNRS under Grant(s) n° [ID number]"*,
- En français : *« Ce travail a été réalisé avec le soutien financier du Fonds de la Recherche Scientifique - FNRS via la(les) bourse(s) n° [identifiant numérique] ».*

## APPENDIX 1

Relevant institutions giving access to the funding of the F.R.S.-FNRS

CDR Instrument

Credits and Projects Call



Institutions de rattachement / Attached institutions

**Instrument Cr dit de Recherche / Research Credit**

(CDR)

<p><b>Candidat e promoteur rice d'une universit� CFB / Promoter- applicant of a CFB university</b></p>	<p><b>► Universit�s de la Communaut� fran�aise de Belgique (CFB) Universities of the French-speaking Community of Belgium (CFB)</b></p> <p>Universit� Catholique de Louvain (UCLouvain) Universit� Libre de Bruxelles (ULB) Universit� de Li�ge (ULi�ge) Universit� de Mons (UMons) Universit� de Namur (UNamur)</p>
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