

RULES AND REGULATIONS

TÉLÉVIE RESEARCH PROJECT (PDR-TLV)

ADOPTED BY

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

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CHAPITRE I: SCOPE

Article 1

The Télévie Research Project (PDR-TLV) instrument of the Fund for Scientific Research - FNRS¹ (F.R.S.-FNRS) enables to fund ambitious cross-university research programmes.

Article 2

The cross-university PDR-TLV is applicable for 2 years and should be conducted in several institutions listed in [Appendix 1](#).

Article 3

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

CHAPITRE II: CANDIDACY

II- A.: PROMOTERS

Article 4

The main promoter-applicant submitting a PDR-TLV project must be:

- Either a Research Associate, a Senior Research Associate or a Research Director of the F.R.S.-FNRS and assuming the function and duties of such position at the latest by the application's validation deadline fixed for the academic authorities (rectors),
- Or a researcher appointed in an institution listed in [Appendix 1](#) who must meet the following conditions altogether:
 - To be permanently appointed to an academic or scientific position or on probation in that institution.
 - This appointment must have a final and conclusive assent from the competent body to legitimize this appointment in accordance with the Law or the institution regulations by the time of the application's validation deadline fixed for the academic authorities (rectors) at the latest.
 - This academic or scientific position must be effective by the time of the starting date of the Télévie project, i.e., by the 1st of October at the latest, the year of the Télévie Call concerned.

If the main promoter-applicant who is appointed permanently and accesses pension / becomes professor emeritus after the validation deadline fixed 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 the prior approval of the Head of institution where the research will be carried out.

The main promoter-applicant permanently appointed who will access pension / become professor emeritus by the validation deadline fixed for the academic authorities (rectors) is not eligible.

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

Article 5

Along with the main promoter-applicant, eligibility criteria as referred to in article 4 are also applicable to the first co-promoter applicant from each additional institution involved.

II- B.: CUMULATION RULES

Article 6

The number of applications that can be submitted within a call as a main promoter is limited to a single application for PDR-TLV instrument

Article 7

Promoters in charge of an ongoing PDR-TLV may apply for a new PDR-TLV application as from the second year of funding.

II- C.: APPLICATION SUBMISSION

Article 8

The PDR-TLV Call for applications is open following the decision of the Board of Trustees of the F.R.S.-FNRS and is published on the website.

The submission of an application can be made either in French or in English and online only through SEMAPHORE, the management platform dedicated to calls for proposals, available at the following address: <https://applications.frs-fnrs.be>.

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

- a. The validation by the main promoter, responsible proponent accountable to the F.R.S.-FNRS administration: it accounts as a confirmation that the application is complete.
- b. The validation by the co-promoters: it accounts as an electronic signature.
- c. The validation by the research unit (or Board of Education) of the institution to which promoters are related – the Authority to which the application file is transferred once promoters have validated the application form. That authority may accept or refuse the application. The validation deadline fixed 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.

The validation dates are available in the mini-guide.

CHAPITRE III: NATURE AND DURATION OF THE FUNDING

III- A.: ELIGIBLE AND NON-ELIGIBLE EXPENSES

Article 9

As part of the PDR-TLV the allocated fund can cover 3 types of expenses:

- Personnel
- Operating

- Equipment

Article 10

The following operating costs are not authorised:

- Payment and reimbursement of rents
- Payment of the heating, light and telephone
- Costs for facilities maintenance and building costs
- Costs for equipment maintenance and repairing
- Costs for furniture
- Office supply costs (except for justified computer costs)
- Restaurant costs and expenses for foodstuffs (coffee, sugar, softs...)
- Visa fees for residence permits
- Insurance for appliance(s) or vehicle(s) belonging to the institution
- Thesis related expenses (printout, jury's invitation)

III- B.: FUNDING CHARACTERISTICS AND PROVISIONS

Article 11

The PDR-TLV is applicable for 2 years.

The starting date of the PDR-TLV is set for 1st October and the ending date for 30th September.

Article 12

A PDR-TLV application enables to apply for funding of a maximum of €250, 000- **on an annual average**.

Personnel costs amount to **a minimum of** 1 unidentified Ph.D. full-time equivalent (FTE), for the duration of the project.

Equipment costs are limited to **a maximum of** € 200, 000- for the duration of the project.

Article 13

Categories related to the personnel² are detailed in the table below:

Categories	Activity	
	Part time	Full time
Doctoral Researcher (Grant scheme)	n/a	x
Specialist doctor applicant to a clinical Ph.D. (capped)	x	n/a
Postdoctoral Researcher (Salary scheme)	x	x
Technician (Salary scheme – capped)	x	x

² For all categories, the promoter shall contact the relevant department of her/his university to obtain an estimate of the total personnel costs involved based on the scientific seniority.

Amounts cannot be changed after application submission.

Specialist doctor applicant to a clinical Ph.D., Technician and Short-term Postdoctoral Researcher categories are limited to an annual amount, calculated in proportion to the services provided. Limitations in force for the first year of funding are detailed in the Télévie Call mini-guide.

Categories	Activity	
	Part time	Full time
Short-term Postdoctoral Researcher (Grant scheme – capped)	n/a	x

n/a = not applicable

Promoters are allowed to recruit personnel and the duration may not exceed the maximal duration of the funding allotment.

The identity of the doctoral personnel is not required when submitting the application. After granting and identification, the doctoral personnel shall not be replaced in case of discontinuation.

The candidate requested among the Postdoctoral Researcher and Short-term Postdoctoral Researcher categories must be identified, and a curriculum vitae respecting the template provided shall be attached when submitting an application. Those candidates should be holding a doctoral academic degree obtained after the defence of a thesis and delivered by an academic institution by 1st May of the year when submitting the application at the latest. A certificate of achievement or a copy of the doctoral degree must be enclosed in the application file or sent to the F.R.S.-FNRS after the closing date of the call and by 1st May at the latest.

The postdoctoral personnel to be recruited shall be requested for two years. Employment shall be effective in a host laboratory different from the laboratory of the thesis supervisor.

Holders of a Ph.D. obtained after defence of a thesis may not be recruited under the category Technician. Holders of a master degree may be recruited under this category. However, they should not be enrolled in a Ph.D. programme and they may not apply for Ph.D. programme.

Specific rules and regulations govern for the following grants and fellowships:

- [Grant F.R.S.-FNRS – Télévie](#) (Doctoral Researcher category),
- [Collaborateur scientifique F.R.S.-FNRS – Télévie](#) (Postdoctoral Researcher category),
- [Chercheur temporaire postdoctoral \(CTP-Short term Postdoctoral Researcher\)](#).

Article 14

No compensation or remuneration may be granted to research promoters. As a consequence, remunerated personnel or the personnel who should be remunerated may **not** assume **any** promoter position.

CHAPITRE IV: APPLICATIONS EXAMINATION

Article 15

Criteria that will be taken into account for the evaluation of the PDR-TLV applications are the following:

- Quality of the promoters,
- Quality of the project,
- Quality of the scientific personnel (Postdoctoral Researcher and Short term Postdoctoral Researcher categories).

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 16

The Board of Trustees 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.

CHAPITRE V: FINANCIAL PROVISIONS

Article 17

Funding granted through the PDR-TLV instrument is subject to an agreement between three parties:

- **The promoter** who commits to carrying out or pursuing the subsidised research;
- **The F.R.S.-FNRS** which commits to allocating grants covering the personnel, operating and equipment costs;
- **The host institution** which does not undertake any obligation when funding allotment period expires.

It is the responsibility of each institution to assume the management of the personnel recruitment. Also they shall handle the management of the grants and equipment ownership.

Article 18

Any change made to the planned expenditures must receive the prior written approval of the F.R.S.-FNRS.

The grants intended for covering personnel costs shall be used for the duration of the granting only.

The grants intended for covering operating and equipment costs can be used for the duration of the granting, with an additional 12-month period.

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

Article 19

Grants at the disposal of the promoters are managed by the financial department of the institution to which they are attached.

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

For the personnel costs relevant to a given calendar year, the supporting documents must be sent before the 1st March of the following year.

The supporting documents justifying operating and/or equipment costs must be sent at the latest 14 months after the end of the granting, that is to say before the 1st December of the year in question.

Article 20

No hiring is effective without the prior written agreement of the F.R.S.-FNRS.

Article 21

Scientific and technical personnel recruitment shall be done in accordance with the scales and regulations in force within the host academic institution.

As for the specialist doctor applicant to a clinical Ph.D., technical staff and the Short-term Postdoctoral Researcher Fellowship, the F.R.S.-FNRS contribution is limited to an annual amount assigned from the Fund and is a pro-rata calculation based on the services provided.

Article 22

The F.R.S.-FNRS shall reimburse personnel costs up to the total amounts indicated in the research agreement, while observing the Personnel categories.

The financial participation of the F.R.S.-FNRS is limited to the global amount indicated in the agreement.

CHAPITRE VI: MISCELLANEOUS PROVISIONS

Article 23

Any device acquired with a credit from the F.R.S.-FNRS becomes the property of the host institution, 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 institution.

This institution commits, however, to putting the mentioned device at the disposal of the researchers involved for the time needed in order to conduct the research, which led to its purchase in the first place. In addition, the host institution 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 Board of Trustees of the F.R.S.-FNRS will settle the ownership issue with the competent authorities.

Article 24

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

CHAPITRE VII: RIGHTS AND OBLIGATIONS OF THE PROMOTERS

Article 25

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

Article 26

Promoters must submit to the rules imposed by the academic authority of the host institution 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 27

Three months after the end of the project, a request for a final report shall be sent to the main promoter.

The main promoter must send this final report to the F.R.S.-FNRS within two months following the request.

Article 28

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 PDR-TLV instrument shall mention the source of this funding as follows:

“This work was supported by the Fonds de la Recherche Scientifique-FNRS under Grant(s) n° [project number]”.

APPENDIX 1

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

PDR-TLV Instrument

Instrument Projet de recherche Télévie/Télévie Research project

(PDR-TLV)

<p>Candidat promoteur principal et candidat co-promoteur / Main promoter-applicant and co-promoter-applicant</p>	<ul style="list-style-type: none">➤ Universités de la Communauté française de Belgique (CFB) Universities of the French-speaking Community of Belgium (CFB)<ul style="list-style-type: none">Université Catholique de Louvain (UCL)Université Libre de Bruxelles (ULB)Université de Liège (ULiège)Université de Mons (UMons)Université de Namur (UNamur)➤ Centre d'Etude et de Recherches vétérinaires et agrochimiques (CERVA)➤ Centre wallon de Recherches agronomiques (CRA-W)➤ Institut de Recherches Microbiologiques Jean-Marie Wiame (I.R.M.W.)➤ Institut scientifique de la Santé Publique (I.S.P.)➤ Centre Hospitalier de Luxembourg (C.H.L.)➤ Luxembourg Institute of Health (LIH)➤ Université du Luxembourg (UNI.LU)
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