RULES AND REGULATIONS

TÉLÉVIE (TLV)

ADOPTED BY

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

ON 5th DECEMBER 2019
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CHAPITRE I: SCOPE

Article 1
The rules and regulations hereinafter are only applicable to research projects submitted within the framework of the Télévie Call of the Fund for Scientific Research - FNRS\(^1\) (F.R.S.-FNRS).

<table>
<thead>
<tr>
<th>Instrument</th>
<th>Duration</th>
<th>Characteristics</th>
<th>Co-promoter participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Télévie (TLV)</td>
<td>1 year or 2 years</td>
<td>Single-university TLV Project</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cross-university TLV Project</td>
<td>Yes</td>
</tr>
</tbody>
</table>

The purpose of Télévie is to collect funds in order to make progress in the fight against leukemia and cancer in children and adults.

Article 2
The Télévie research project may be conducted in one or 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 project.

CHAPITRE II: APPLICATION

II- A.: PROMOTERS

Article 4
The main promoter-applicant submitting a Télévie 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 by the time of the validation deadline set for the academic authorities (rectors) at the latest,

- Or a researcher appointed in an institution listed in Appendix 1 who must meet the following conditions altogether:
  - To be permanently\(^2\) appointed to an academic or scientific position or on probation in that institution.

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

\(^2\) Research logisticians of rank A, as defined by the Royal Decree of 31st October 1953 fixing 'le statut des agrégés, des répétiteurs et des membres du personnel scientifique des universités de l’État', are not allowed to be the main promoter-applicant. They are not allowed to be either the requested project initiator of an additional institution involved in the cross-university project.

They may nevertheless be co-promoter applicant, provided they hold a Ph.D.
- 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 validation deadline set 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 1st October of the year of the Télévie Call concerned at the latest.

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.

Article 5
In a cross-university project, the eligibility criteria as referred to in article 4 are also to be met by the project initiator of an additional institution involved.

II-B.: SUBMISSION OF APPLICATION

Article 6
The Télévie Call for applications is open 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 be submitted online, only through the e-space management platform dedicated to the calls for proposals.

All applications are submitted to a procedure including two or 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-promoter(s): 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 7
As part of the Télévie project the allocated fund can cover 3 types of expenses:

- Personnel
• Operating
• Equipment

Article 8
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 or computer equipment costs)
• Restaurant costs and expenses for foodstuffs (coffee, sugar, softs…) not related to missions or shift trips
• 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 9
Télévie projects submitted via the TLV instrument are applicable for 1 year or 2 years.

The starting date of Télévie projects is set for 1st October and the ending date for 30th September.

Article 10
Categories related to the personnel are detailed in the table below:

<table>
<thead>
<tr>
<th>Categories</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral Researcher - Grant scheme</td>
<td>Part time</td>
</tr>
<tr>
<td>Applicant to a Clinical Ph.D. (capped)</td>
<td>n/a</td>
</tr>
<tr>
<td>Postdoctoral Researcher - Salary scheme</td>
<td>n/a</td>
</tr>
<tr>
<td>Postdoctoral Clinical Specialist (capped)</td>
<td>n/a</td>
</tr>
<tr>
<td>Short-term Postdoctoral Researcher - Grant scheme (capped)</td>
<td>n/a</td>
</tr>
<tr>
<td>Non-doctoral Researcher (capped)</td>
<td>n/a</td>
</tr>
<tr>
<td>Technician - Salary scheme (capped)</td>
<td>x</td>
</tr>
</tbody>
</table>

n/a = not applicable

3 Applicant to a Clinical Ph.D., Postdoctoral Clinical Specialist, Short-term Postdoctoral Researcher, Non-doctoral Researcher and Technician categories are subject to an annual limit, calculated in proportion to the number of days worked. Limitations in force for the first year of funding are detailed in the Télévie Call mini-guide.
Promoters are allowed to recruit personnel and the duration may not exceed the maximal duration of the funding allotment.

**Article 11**
The identity of the doctoral personnel is not required when submitting a TLV application. After granting and identification, the doctoral personnel shall not be replaced in case of discontinuation.

Specific rules and regulations govern for the Grant F.R.S.-FNRS – Télévie (Doctoral Researcher category).

Regarding the Applicant to a Clinical Ph.D.:

<table>
<thead>
<tr>
<th>Objective</th>
<th>The applicant to a part-time Clinical Ph.D. (in Medical Sciences or Pharmaceutical and Biomedical Sciences) shall carry out his/her research* under the supervision of a promoter, while pursuing a part-time clinical activity in a university hospital (as defined in the federal regulations) or in a university hospital department as identified by the F.R.S.-FNRS (see Appendix 2). The applicant to a Clinical Ph.D. shall simultaneously undertake an Advanced Master or already be a medical specialist. *In a university of the French-speaking Community of Belgium which has a faculty of medicine offering a complete curriculum.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>The applicant to a part-time Clinical Ph.D. must have obtained the academic degree of Medical Doctor.</td>
</tr>
<tr>
<td>Duration</td>
<td>Two years, that may be renewed twice (with a maximum duration of six years).</td>
</tr>
<tr>
<td>Employer</td>
<td>The hospital where the applicant to a part-time Clinical Ph.D. carries out his/her clinical activity is the employer and shall remunerate him/her. The F.R.S.-FNRS will reimburse half of the full-time annual cost to the hospital. Cost (on-call duties not included) includes salary cost plus all direct and indirect salary costs. However, the F.R.S.-FNRS reimbursement is subject to an annual limit. Consequently, the hospital-related salary of part-time clinical doctors who are also researchers can be higher than the research-related salary.</td>
</tr>
</tbody>
</table>

**Article 12**
The requested Postdoctoral Researcher, Postdoctoral Clinical Specialist and Short-term Postdoctoral Researcher categories must be identified when submitting the proposal. The curriculum vitae (using the provided template) shall be attached to the application. Those candidates must hold a Ph.D. delivered by 1st May of the year of 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 must be requested for two years and may be renewed for two years.

Postdoctoral personnel falling under Postdoctoral Researcher and Short-term Postdoctoral categories is requested in a host laboratory different from the laboratory of the thesis supervisor, unless they can justify a two-year mobility outside of their university of origin by the deadline of validation by the academic
authors (rectors), to other research institutions in the French-speaking Community of Belgium, Dutch-speaking Community or abroad.

Specific rules and regulations govern for the following categories:
- **Collaborateur scientifique F.R.S.-FNRS – Télévie** (Postdoctoral Researcher category),
- **Chercheur temporaire postdoctoral** (CTP - Short-term Postdoctoral Researcher).

Regarding the Postdoctoral Clinical Specialist:

| Objective | The part-time Postdoctoral Clinical Specialist shall carry out a postdoctoral-level research activity in a university of the French-speaking Community of Belgium*, while pursuing a part-time clinical activity in a university hospital (as defined in the federal regulations) or a university hospital department as identified by the F.R.S.-FNRS (see Appendix 2).  
* Which has a faculty of medicine offering a complete curriculum, under the supervision of a promoter. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>The part-time Postdoctoral Clinical Specialist must already be a medical specialist. They must hold a Ph.D. in Medical Sciences or Pharmaceutical and Biomedical Sciences, delivered by 1st May of the year of the application at the latest.</td>
</tr>
<tr>
<td>Duration</td>
<td>Two years, that may be renewed for two years.</td>
</tr>
</tbody>
</table>
| Employer | The hospital where part-time Postdoctoral Clinical Specialist carries out his/her clinical activity is the employer and shall remunerate him/her. The F.R.S.-FNRS will reimburse half of the full-time annual cost to the hospital. Cost (on-call duties not included) includes salary cost plus all direct and indirect salary costs. However, the F.R.S.-FNRS reimbursement is subject to an annual limit.
Consequently, the hospital-related salary of part-time clinical doctors who are also researchers can be higher than the research-related salary. |

**Article 13**

Holders of a Master’s degree (or equivalent) or a Ph.D. cannot be recruited under the Technician category.

Holders of a Master’s degree can be requested in the Non-doctoral Researcher category. The Non-doctoral Researcher is not allowed to be enrolled in a Ph.D. programme and s/he cannot apply either for a Ph.D. programme.

**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: EXAMINATION OF APPLICATIONS**

**Article 15**

Criteria that will be taken into account for the evaluation of the Télévie applications are the following:
Quality of the promoters,
Quality of the project,
Quality of the scientific personnel for the postdoctoral categories.

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 Télécine 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.

In the particular case of joint research carried out by several promoters in several host institutions, it is the responsibility of each institution to assume the management of the personnel recruitment, with the exception of the Grants F.R.S.-FNRS - Télécine and Collaborateurs scientifiques F.R.S.-FNRS - Télécine, managed by the F.R.S.-FNRS. 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.

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.

At the end of the year the remaining balance of the grants covering operating and equipment costs will be automatically deferred for two years maximum. The supporting documents must be sent before the 1st March of the year in question.

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

Article 20
No hiring is effective without the prior written approval 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 institution, as far as the Applicant to a Clinical Ph.D., the Postdoctoral Clinical Specialist, the Short-term Postdoctoral Researcher and the technical staff are concerned;
- within the F.R.S.-FNRS, as far as the doctoral researcher (referred to as Grant F.R.S.-FNRS - Télévie) and postdoctoral researcher (referred to as Collaborateur scientifique F.R.S.-FNRS - Télévie) are concerned.

As for the Applicant to a Clinical Ph.D., the Postdoctoral Clinical Specialist, the Short-term Postdoctoral Researcher and the technical staff, the F.R.S.-FNRS contribution is subject to an annual limit assigned from the Fund and is calculated in proportion to the number of days worked.

CHAPITRE VI: MISCELLANEOUS PROVISIONS

Article 22
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 23
Grants are exclusively allocated for the execution of Télévie research projects approved by the F.R.S.-FNRS. Promoters are required to use them solely for that purpose. Any fundamental change in the research project being carried out must obtain the prior written approval of the F.R.S.-FNRS.

CHAPITRE VII: RIGHTS AND OBLIGATIONS OF THE PROMOTERS

Article 24
Any funded research programme must comply with the legal provisions in force regarding ethics.

Article 25
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 26
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 27

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 Télévie 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

Télévie Instrument
### Institutions de rattachement / Attached institutions

**Instrument Télévie**  
(TLV)

<table>
<thead>
<tr>
<th>Candidate promoter principal et candidate co-promoteur / Main promoter-applicant and co-promoter-applicant</th>
<th>Universities of the French-speaking Community of Belgium (CFB)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Université Catholique de Louvain (UCLouvain)</td>
</tr>
<tr>
<td></td>
<td>Université Libre de Bruxelles (ULB)</td>
</tr>
<tr>
<td></td>
<td>Université de Liège (ULiège)</td>
</tr>
<tr>
<td></td>
<td>Université de Mons (UMons)</td>
</tr>
<tr>
<td></td>
<td>Université de Namur (UNamur)</td>
</tr>
<tr>
<td></td>
<td>Centre d’Étude et de Recherches vétérinaires et agrochimiques (CERVA)</td>
</tr>
<tr>
<td></td>
<td>Centre wallon de Recherches agronomiques (CRA-W)</td>
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<tr>
<td></td>
<td>Institut de Recherches Microbiologiques Jean-Marie Wiame (I.R.M.W.)</td>
</tr>
<tr>
<td></td>
<td>Institut scientifique de la Santé Publique (I.S.P.)</td>
</tr>
<tr>
<td></td>
<td>Centre Hospitalier de Luxembourg (C.H.L.)</td>
</tr>
<tr>
<td></td>
<td>Luxembourg Institute of Health (LIH)</td>
</tr>
<tr>
<td></td>
<td>Université du Luxembourg (UNI.LU)</td>
</tr>
</tbody>
</table>
APPENDIX 2

F.R.S.-FNRS List of the hospitals and University hospital’s departments

Categories of part-time personnel: Applicant to a Clinical Ph.D. and Postdoctoral Clinical Specialist

Télévie Call
<table>
<thead>
<tr>
<th>Hôpitaux et services hospitaliers universitaires rattachés à l'UCLouvain / UCLouvain Hospitals and University hospital’s departments</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>➤ CLINQUES UNIVERSITAIRES SAINT-LUC</td>
<td>➤ CLINQUES UNIVERSITAIRES MONT-GODINNE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hôpitaux et services hospitaliers universitaires rattachés à l'ULB / ULB Hospitals and University hospital’s departments</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>➤ HÔPITAL ERASME</td>
<td>➤ INSTITUT JULES BORDET</td>
</tr>
<tr>
<td>➤ CHU BRUGMANN :</td>
<td></td>
</tr>
<tr>
<td>➤ HUDERF :</td>
<td></td>
</tr>
<tr>
<td>- Service de médecine (comprend aussi la dermatologie)</td>
<td></td>
</tr>
<tr>
<td>- Service de chirurgie</td>
<td></td>
</tr>
<tr>
<td>- Service de gériatrie</td>
<td></td>
</tr>
<tr>
<td>- Service de psychiatrie</td>
<td></td>
</tr>
<tr>
<td>- Service de revalidation physique</td>
<td></td>
</tr>
<tr>
<td>- Service d’anesthésie</td>
<td></td>
</tr>
<tr>
<td>- Service d’hospitalisation chirurgicale de jour</td>
<td></td>
</tr>
<tr>
<td>- Service de biologie clinique</td>
<td></td>
</tr>
<tr>
<td>- Service d’imagerie médicale</td>
<td></td>
</tr>
<tr>
<td>- Service de médecine nucléaire</td>
<td></td>
</tr>
<tr>
<td>- Service d’hospitalisation non chirurgicale de jour</td>
<td></td>
</tr>
<tr>
<td>- Service d’anatomie pathologique</td>
<td></td>
</tr>
<tr>
<td>- Service d’immuno-hématologie-transfusion</td>
<td></td>
</tr>
<tr>
<td>- Service des soins intensifs</td>
<td></td>
</tr>
<tr>
<td>- Service de pédiatrie comprend toutes les cliniques spécialisées liées à la pédiatrie (cardiologie, endocrinologie, gastro-entérologie, diabétologie, néphrologie, douleurs et soins palliatifs, pneumologie, néonatalogie, soins intensifs et urgence, nutrition et maladies métaboliques, cancéro-hématologie, neurologie)</td>
<td></td>
</tr>
<tr>
<td>- Service de psychiatrie infanto-juvénile</td>
<td></td>
</tr>
<tr>
<td>- Service de chirurgie cardiaque et pédiatrique</td>
<td></td>
</tr>
<tr>
<td>- Service d’anesthésiologie</td>
<td></td>
</tr>
</tbody>
</table>
• Laboratoire de biologie clinique
• Service d’anatomie pathologique
• Service de dermatologie

CHU SAINT-PIERRE :
• Service de diagnostic et traitement chirurgical comprenant :
  - Service de chirurgie digestive
  - Service d’orthopédie
  - Service de chirurgie vasculaire et thoracique
  - Clinique de chirurgie réparatrice
  - Service d’urologie
  - Service de stomatologie et chirurgie maxillo-faciale
  - Service d’ORL
  - Service d’ophtalmologie
• Service de diagnostic et de traitement médical comprenant :
  - Service des soins intensifs
  - Service de pneumologie
  - Service de gastro-entérologie
  - Service de neurologie
  - Service d’hématologie-oncologie
  - Service d’endocrinologie
  - Service de médecine physique
  - Service de revalidation cardio-pneumo
  - Service de dermatologie
• Programme de soins « patient gériatrique » comprenant :
  - Service de gériatrie
  - Service de psycho-gériatrie
• Service des maladies contagieuses
• Service des maladies infantiles comprenant :
  - Service de pédiatrie
  - Service de néonatologie
  - Service de pédo-psychiatrie
• Service d’anesthésiologie-réanimation
• Service des urgences
• Service de gynécologie-obstétrique comprenant :
  - Service de gynécologie
  - Service d’obstétrique
  - Clinique de sénologie
• Service « pathologies cardiaques » comprenant :
  - Service de cardiologie
  - Service de chirurgie cardiaque
  - Service de revalidation cardio-pneumo
• Laboratoire de biologie clinique LHUB
Hôpitaux et services hospitaliers universitaires rattachés à l’ULiège / ULiège Hospitals and University hospital’s departments

- CHU LIÈGE
- C.H.R. DE LA CITADELLE
  - Service d’anatomie pathologique + dermatopathologie
  - Service d’anesthésie et réanimation
  - Service de chirurgie cardio-vasculaire
  - Service de gynécologie-obstétrique
  - Service d’hématologie clinique
  - Service de neurologie
  - Service de néonatalogie
  - Service de pédiatrie

- CENTRE HOSPITALIER DU BOIS DE L’ABBAYE ET DE HESBAYE - SITE SERAING
  - Service de gynécologie-sénologie-obstétrique