

1. SCHEDULE

Opening of the call on the web-based application of the F.R.S.-FNRS [e-space](#) for the online submission: **TUESDAY 18TH MAY 2021**.

INSTRUMENTS		CREDITS ET PROJECTS CALL 2021		
		ELECTRONIC VALIDATION DEADLINES ¹ ON E-SPACE		
		MAIN PROMOTER	CO-PROMOTERS	RECTOR
Research Credit	CDR	Thursday 8 th July at 2 p.m.*	Thursday 15 th July at 2 p.m.	Thursday 22 nd July at 2 p.m.
Research Project	PDR			
Equipment	EQP			
Incentive Grant for Scientific Research	MIS			
Interuniversity Institute for Nuclear Sciences²	IISN			

*Please note that this is a **fixed deadline** and the applicant will not be able to edit, save or submit the application once this deadline has passed. Please make sure that it is submitted in advance.

Funding decision will be made 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 2022.

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 their team). This instrument not only ensures the funding of basic research, ongoing research activities, 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 operating, personnel and small equipment costs. The promoter is responsible for choosing the personnel to hire.
- **Equipment (EQP - Équipement)**: a funding instrument for equipment. Application can be built around a specific project or general research themes of a team.
- **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.

¹ All times are Brussels local time.

² IISN Instrument: see Chapter 5, point 5.1 Specific Remarks in this mini-guide.

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

In accordance with the regulations, the Scientific Commission shall consider 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.

	Duration	Limits	Nature
Research Credit CDR	2 years ³	€5 - 30 k /year	Operating costs, support operating costs, small equipment, conferences...
Research Project PDR	2 years or 4 years	€30 - 80 k /year ⁴	For Single-university PDR ➤ 0 to 1 FTE max., €50 k, no CV ➤ Operating costs, support operating costs ⁵ , equipment of max. €30 k (or max. €60 k if personnel not requested)
		€30 - 115 k /year ⁴	For Cross-university PDR ➤ 0 to 2 FTE max., €100 k, no CV ➤ Operating costs, support operating costs ⁵ , equipment of max. €15 k (or €60 k max. if personnel costs minimised, but with a max. limit of €115 k)
Equipment EQP	2 years	€30 – 200 k	For a project or research themes
Incentive grant for Scientific Research MIS	2 years	€150 k /year ⁴	Operating costs, equipment, personnel

3. CHANGES COMPARED TO CALL 2020

3.1 Consideration of all childbirths/adoptions within the eligibility (MIS)

The maximum period of time is extended by one additional year per childbirth and/or adoption. This period of time is not related to the academic degree or diploma considered when deciding to grant the fellowship (decision of the Board of Trustees of the F.R.S.-FNRS on 23rd June 2020).

3.2 Weave network

From 2021 onwards, some European research funding agencies mutually open their project funding instruments to research teams from partner agencies of the Weave network. Researchers from the French-speaking Community of Belgium can therefore include partners from another partner agency in the PDR instrument of the F.R.S.-FNRS.

In 2021, the F.R.S.-FNRS offers the possibility to submit collaborative project proposals, as part of the PDR instrument within the framework of the Credits and Projects Call 2021, with Luxembourg research institutions eligible to the FNR Luxembourg and/or Swiss research institutions eligible to the SNSF Switzerland.

Luxembourg partners must comply with the guidelines of the [INTER programme](#) of the FNR.

Swiss partners must comply with the guidelines as mentioned on the [SNSF Weave page](#).

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

⁴ On an annual average for the duration of the project.

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

3.3 Instrument CDR

Following the meeting of the Board of Trustees of the F.R.S.-FNRS of 27th April 2021, it has been decided that the CDR may allow to fund ongoing research activities, and that it is possible to spread expenses over a 4-year period instead of 3.

In order to simplify CDR application, the description of the research project (see [template](#)) is now limited to 3 pages (limits of max. 2 pages for previous work, max 1 page for reference bibliography and max. 2 pages for graphs and tables still apply). The character of the project may of course not require the max. 3 pages allowed for the description or the max. 2 pages for graphs and tables

As for F.R.S.-FNRS permanent researchers, the CDR project may be composed of a part of the five-year report project that requires the requested resources, which have to be elaborated on as part of the project description.

3.4 Postdoctoral personnel

The Rules and Regulations for Short-term Postdoctoral Researcher (CTP) has been removed. The promoter can still host grantees postdoctoral researchers, in accordance with the PDR, MIS and IISN instruments Rules and Regulations.

3.5 Personnel categories: Non-doctoral Researcher and Technician

Holders of a Master's degree (or equivalent) are eligible for Non-doctoral Researcher category. The Non-doctoral Researcher cannot, under any circumstances, start any personal research work leading to a Ph.D. during the working hours devoted to this function.

Holders of a Master's degree (or equivalent) or a Ph.D. are not eligible under the Technician category.

Both these categories are subject to an annual limit (see section 4.3).

4. SPECIFIC REMARKS

4.1 IISN application submission

- 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 instance⁶.

Details on the expenses should be provided in all applications (new applications, addendum, extension) submitted for the current Call.

Reminder: All "Interuniversity Institute for Nuclear Sciences" (IISN-New or Add/Ext) IISN projects may be submitted after the "[IISN PROJECT](#)" questionnaire has been duly completed and sent to credits-projets@frs-fnrs.be (specifying in the subject line: PROJET IISN). The main promoter will be given access to '[e-space](#)' after the F.R.S.-FNRS administration has verified the validity of the application.

⁶ 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.

4.2 VAT exemption as part of a clinic – university collaboration

The decision of the Board of Trustees of F.R.S.-FNRS concerning research projects involving university clinics applies to PDR.

The implemented measure allows university clinics to invoice their services without VAT when they are involved in the projects as actual research partners in their own right. In order to do this, the involvement of the university clinic (CHU) targeted by the collaboration must be described in the scientific part by assigning it one or more tasks.

The involvement of a university clinic requires a collaboration agreement, to be uploaded in the form or sent by e-mail (credits-projets@frs-fnrs.be) at the latest on the validation date by the rector. This agreement must, at least, include the following elements: name of the 'CHU', clinical department, head of the department concerned, name of the financial director and name of the university with which the CHU is collaborating.

Warning: Only the services of a CHU or a department of a CHU listed in this [appendix](#) are eligible for VAT exemption.

4.3 Personnel expenses

For all personnel, the promoter shall contact the relevant department of their host to determine their status and obtain an estimate of the total personnel costs involved based on the scientific seniority. Amounts cannot be changed after submitting the application.

Non-doctoral Researcher and Technician categories are subject to an annual limit, calculated in proportion to the number of days worked. Limitations in force in 2022 are the following:

➤ Non-doctoral Researcher	€36,200- (part time); €71,600- (full time)
➤ Technician	€30,900- (part time); €60,700- (full time)

As for the MIS, since the F.R.S.-FNRS is the employer of the Postdoctoral researcher - Salary, the promoter shall take into account the annual cost provided for in 2022:

➤ Postdoctoral Researcher - Salary	€42,000- (part time); €83,500- (full time)
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4.4 Referees (MIS)

Applicants shall contact the referees prior to mentioning their contact details in the application form if they want to make sure that they 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 referees 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.

Deadline for receiving letters from the referees is Thursday 2nd September 2021.

4.5 Ethical aspects

As from 2018, in order to reduce the Ethics Committees workload and to make the administrative procedures more flexible for applicants, the researchers concerned by ethical questions will be required to submit their questionnaire as well as the opinion of the Ethics Committee to the F.R.S.-FNRS only in case the submitted grant is awarded. Effective granting will be subject to a favourable opinion of the Committee.

4.6 PDR Ex-post

In accordance with the decision of the Board of Trustees of the F.R.S.-FNRS on 25th April 2018, the F.R.S.-FNRS will collect from the promoters some ex-post quantitative indicators related to the funding granted (e.g., number of patents, dissertations and theses, employees), as well as the publications list, instead of the final report usually required from promoters benefiting from a PDR. Collection of those data from the researchers concerned must be done to allow the F.R.S.-FNRS to draw up statistics regarding the impact of funding granted. The ex-post process in place is not an evaluation procedure but quite the opposite, since it aims at highlighting and promoting the results obtained from funding granted by the F.R.S.-FNRS. Details of the indicators to be communicated will be published on the e-space platform accessible to promoters.

4.7 Open access policy

The F.R.S.-FNRS endorses 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.

4.8 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° [funding or agreement number]".

5. CONTENT OF A PROPOSAL

Applicants will have the choice of writing 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) fields, as well as the Scientific Commission SHS-2, to submit their application in English. Should the application file be submitted in French, the F.R.S.-FNRS may require the applicant to provide, within five work days, a translation in English for the purpose of conducting the [ex-ante evaluation](#). This translation will have to be submitted to the F.R.S. - FNRS within 5 working days.

First, applicants select the Scientific Commission⁷ they would like the proposal to be evaluated by. Then, applicants will have to choose from 2 to 6 descriptor fields in order of importance (at least 2 descriptor fields⁸ must be relevant to the Scientific Commission selected by the applicant) and they may complete this selection by adding unrestricted keywords (if necessary). The F.R.S.-FNRS will base the selection of 1st-step experts on those pieces of information along with the summary of the project. If necessary, applicants may indicate up to 3 experts they do not wish to have as reviewers and provide a justification.

The F.R.S.-FNRS insists on **strict compliance with the instructions given for each part of the proposal** (scientific section relevant to the instrument selected, number of pages allowed for documents to be enclosed with the application form...) and stresses again the sovereign consideration of the Scientific Commissions assessing the application file.

NOTICE: no further changes or modification can be made in the proposal after the validation deadline set for the main promoter.

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

⁷ Not applicable for the IISN instrument.

⁸ If 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 choose 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 (2,000 characters max., including spaces).

FORM

FRAMEWORK AND DESCRIPTION OF THE PROJECT

➤ CDR/PDR/EQP/MIS/IISN

- References of the application (for the funded proposals, these data are released and made public on the [F.R.S.-FNRS website](#)).
 - **Title**, in French and English (max. 200 characters each, including spaces) and,
 - **Summary**, in French and English (max. 2,000 characters each, including spaces).
- Selection of Scientific Commission and descriptor fields
- Bibliometric indicators
- Scientific Curriculum vitae + publications list⁹ of each promoter/co-promoter¹⁰
- Scientific section (see template)
- Ethical aspects
- Referees/Foreign experts (contact details) → MIS only

BUDGET

➤ CDR/EQP

Description and justification for the resources requested:
Operating (CDR), Support operating (CDR), Equipment (CDR/EQP)

➤ PDR/MIS/IISN

Description and justification for the resources requested:
Operating, Support operating (PDR only), Equipment, Personnel

PREVIOUS FUNDING

➤ CDR/PDR/EQP/MIS

Connection with previous funding applications (submitted or granted)

SCIENTIFIC SECTION - PLEASE USE THE TEMPLATE PROVIDED FOR THAT PURPOSE

➤ CDR

[CDR template](#)

- Brief report on previous works
- Description of the project
- Comments on changes in case of resubmission
- Potential interdisciplinary approach of the project
- Publications and environment of the promoter
- Additional comments

➤ PDR

[PDR template](#)

- Brief report on previous works
- Description of the project
- Comments on changes in case of resubmission
- Potential interdisciplinary approach of the project
- Publications and environment of the main promoter
- Publications of the other promoters (only for Cross-university PDR and PDR with partner agencies of the Weave network)
- Interactions and distribution of the tasks among the main promoter and the other co-promoters (only for Cross-university PDR and PDR with partner agencies of the Weave network)
- Additional comments

⁹ Promoters who have been working *for 2 years at least* in institutions of the French-speaking Community of Belgium (CFB) that have set up an institutional repository (IR) must submit their publications list in a PDF format, directly created from this repository, and choose the appropriate F.R.S.-FNRS format.

¹⁰Including promoter(s) associated with partner agencies of the Weave network.

SCIENTIFIC SECTION - PLEASE USE THE TEMPLATE PROVIDED FOR THAT PURPOSE

➤ EQP

[EQP template](#)

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)
8. Additional comments

➤ MIS

[MIS template](#)

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
7. Additional comments

➤ IISN

IISN templates : [New project \(IISN-ND\)](#) - [Addendum/Extension \(IISN-AV/PR\)](#)

1. Brief report on previous works (IISN-ND) **or** Report on previous work (IISN-AV/PR)
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

ALL DOCUMENTS, GUIDES, RULES AND REGULATIONS AND PRIVACY POLICY ARE AVAILABLE AT [HTTPS://WWW.FRS-FNRS.BE/EN/REGLEMENTS-GUIDES](https://www.frs-fnrs.be/en/reglements-guides) AND [HTTPS://WWW.FRS-FNRS.BE/EN/CHARTE-VIE-PRIVEE](https://www.frs-fnrs.be/en/charte-vie-privee)