

French version: [click here](#).

## 1. SCHEDULE

**Opening** of the call on the web-based application of the F.R.S.-FNRS [e-space](#) for the online submission: **THURSDAY 19<sup>TH</sup> MAY 2022**.

INSTRUMENTS		CREDITS ET PROJECTS CALL 2022		
		ELECTRONIC VALIDATION DEADLINES <sup>1</sup> ON E-SPACE		
		MAIN PROMOTER	CO-PROMOTERS	RECTOR
<a href="#">Research Credit</a>	CDR	Thursday 7 <sup>th</sup> July at 2 p.m.*	Thursday 14 <sup>th</sup> July at 2 p.m.	Tuesday 19 <sup>th</sup> July at 2 p.m.
<a href="#">Research Project</a>	PDR			
<a href="#">Equipment</a>	EQP			
<a href="#">Incentive Grant for Scientific Research</a>	MIS			
<a href="#">Interuniversity Institute for Nuclear Sciences<sup>2</sup></a>	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: 1<sup>st</sup> January 2023<sup>3</sup>.

## 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.

<sup>1</sup> All times are Brussels local time.

<sup>2</sup> IISN Instrument: see Chapter 4, point 4.1 Specific Remarks in this mini-guide.

<sup>3</sup> In the particular case of a PDR in collaboration with a German partner (DFG), the PDR starting date is set for the 1<sup>st</sup> April 2023.

- **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.
- **Interuniversity Institute for Nuclear Sciences (IISN - Institut Interuniversitaire des Sciences Nucléaires)**: a long-term, regularly renewed funding instrument financing successive recurrent projects lasting up to 4 years, in particle physics, astro-particle physics and fundamental theoretical research.

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

	Duration	Limits	Nature
Research Credit <b>CDR</b>	2 years <sup>4</sup>	€5 - 30 k /year	Operating costs, support operating costs, small equipment, conferences...
Research Project <b>PDR</b>	2 years or 4 years	€30 - 80 k /year <sup>5</sup>	<b>For Single-university PDR</b> <ul style="list-style-type: none"> <li>➤ 0 to 1 FTE max., €50 k, no CV</li> <li>➤ Operating costs, support operating costs<sup>6</sup>, equipment of max. €30 k (or max. €60 k if personnel not requested)</li> </ul>
		€30 - 115 k /year <sup>5</sup>	<b>For Cross-university PDR</b> <ul style="list-style-type: none"> <li>➤ 0 to 2 FTE max., €100 k, no CV</li> <li>➤ Operating costs, support operating costs<sup>6</sup>, equipment of max. €15 k (or €60 k max. if personnel costs minimised, but with a max. limit of €115 k)</li> </ul>
Research Project <b>PDR</b> in collaboration with a German partner (DFG)	3 years	€120 - 320 k <sup>7</sup>	<b>For Single-university PDR</b> <ul style="list-style-type: none"> <li>➤ 0 to 1 FTE max., €200 k, no CV</li> <li>➤ Operating costs, support operating costs<sup>6</sup>, equipment of max. €120 k (or max. €240 k if personnel not requested)</li> </ul>
		€120 - 460 k <sup>7</sup>	<b>For Cross-university PDR</b> <ul style="list-style-type: none"> <li>➤ 0 to 2 FTE max., €400 k, no CV</li> <li>➤ Operating costs, support operating costs<sup>6</sup>, equipment of max. €60 k (or €240 k max. if personnel costs minimised, but with a max. limit of €460 k)</li> </ul>
Equipment <b>EQP</b>	2 years	€30 - 200 k	For a project or research themes
Incentive grant for Scientific Research <b>MIS</b>	3 years	€150 k /year <sup>5</sup>	Operating costs, equipment, personnel
Interuniversity Institute for Nuclear Sciences <b>IISN</b>	4 years max.	-	Operating costs, equipment, personnel

<sup>4</sup> For CDR, the allocated grants can be used over a 4-year period.

<sup>5</sup> On an annual average for the duration of the project.

<sup>6</sup> 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 (or €20 k for the duration of the project as part of a PDR in collaboration with a German partner (DFG)), and per institution involved in the funding application.

<sup>7</sup> For the duration of the project as part of a PDR in collaboration with a German partner (DFG).

## 3. CHANGES COMPARED TO CALL 2021

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### 3.1 Weave network

Since 2021, some European research funding agencies have mutually opened 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 2022, the F.R.S.-FNRS offers the possibility to submit collaborative project proposals (bi or trilateral) as part of the PDR instrument within the framework of the Credits and Projects Call with:

- German research institutions eligible to the Deutsche Forschungsgemeinschaft (DFG): German partners must comply with the guidelines of the [Weave page of DFG](#).
  - o Attention: projects in collaboration with a German partner have a duration of 3 years with a funding equal to that of a 4-year PDR.
  - o The PDR starting date is set for the 1<sup>st</sup> April and the ending date for the 31<sup>st</sup> March.
- Flemish research institutions eligible to the Fonds Wetenschappelijk Onderzoek (FWO): Flemish partners must comply with the guidelines of the [Weave FWO page as a partner agency](#).
  - o Attention: a pre-submission to the FWO is compulsory for 24<sup>th</sup> May 2022 for any project in collaboration with a Flemish partner.
- Luxembourg research institutions eligible to the FNR Luxembourg (FNR): Luxembourg partners must comply with the guidelines of the [INTER programme](#) of the FNR.
- Swiss research institutions eligible to the SNSF Switzerland (SNSF): Swiss partners must comply with the guidelines of the [SNSF Weave page](#).

### 3.2 Personnel hired for projects funded by the F.R.S.-FNRS

In the meeting of the Board of Trustees of the F.R.S.-FNRS on 25<sup>th</sup> April 2022, it has been decided to cancel the limitation of scientific seniority for the personnel hired as part of projects funded by the F.R.S.-FNRS, i.e. 3 years for the doctoral personnel and 5 or 6 years for postdoctoral personnel.

### 3.3 Instrument MIS

In its meeting of 7<sup>th</sup> December 2021, the Board of the F.R.S.-FNRS has made the following decisions:

- The duration of MIS is extended to 3 years instead of 2.
- Doctoral Researcher personnel may be requested for a 4-year duration, at a steady budget, in order to enable them to finish their thesis.
- The Postdoctoral Researcher personnel, whatever their status (Mobility situation, grant, employee...) is hired by the host university.

Furthermore, in its meeting of 25<sup>th</sup> April 2022, the Board of the F.R.S.-FNRS has decided to allow a promoter, when starting their MIS and because of scientific activities abroad, is 100% on unpaid leave for a maximum of 2 years may request the approval of the F.R.S.-FNRS to freeze their MIS and start it at the end of their unpaid leave. As a reminder, the MIS starting date is set for the 1<sup>st</sup> January following the allocation decision date.

### 3.4 Eligibility of the researcher-promoters MISU

In the meeting of the Board of the F.R.S.-FNRS on 25<sup>th</sup> April 2022, it was decided to make the researcher-promoters of an Ulysse Incentive Grant for Mobility in Scientific Research (MISU) eligible for F.R.S.-FNRS funding, regardless of their status within the University which employs them.

## 4. SPECIFIC REMARKS

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### 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 instance<sup>8</sup>.

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](mailto: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.

## 4.2 Involvement of CHU partners

The following measure applies to PDR.

University hospitals, clinics or hospital departments, hereafter referred to as “CHU”, provide specific services to university researchers to carry out projects funded by the F.R.S.-FNRS.

To best use the funds allocated to scientific research the F.R.S.-FNRS enables researchers to include as research partners within the submitted project the CHU actively participating in the research carried out, provided that these partner institutions be considered as entities affiliated with the host university receiving the funding requested for the project.

In this respect, the F.R.S.-FNRS enables the university to declare the costs strictly generated by the CHU to carry out the funded project. The university is responsible for the CHU’s compliance to regulations applying to beneficiaries of F.R.S.-FNRS funding, as well as to relevant tax regulations.

To proceed, the researcher **must imperatively** detail in their application form:

- in the [template](#) the tasks and work packages undertaken by the CHU,
- under “Budget” the budget required to conduct these tasks.

The researcher shall contact the relevant departments of their host university regarding the the legal and financial regulations pertaining to this measure.

Please note: Are eligible only the hospitals, clinics or hospital departments affiliated with a university and listed in this [Appendix](#).

## 4.3 Personnel expenses

For all personnel, the promoter shall contact the relevant department of their host institution 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 2023 are the following:

➤ Non-doctoral Researcher	€37,000- (part time); €73,100- (full time)
➤ Technician	€31,600- (part time); €62,000- (full time)

## 4.4 Reference persons (MIS)

Applicants shall contact the reference persons 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.

<sup>8</sup> 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.

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 of them 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 reference persons is Thursday 1<sup>st</sup> September 2022.

#### 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 25<sup>th</sup> 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. Required details of the indicators are available 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

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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 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 Commission<sup>9</sup> 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 fields<sup>10</sup> must be relevant to the Scientific Commission selected by the applicant) and

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<sup>9</sup> Not applicable for the IISN instrument.

<sup>10</sup> 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 select the Scientific Commission FORESIGHT, dedicated to research projects relating to sustainability through interdisciplinarity, must demonstrate the "sustainability" aspect of their research project, including interdisciplinary aspects (max. 2,000 characters, including spaces).

they may complete this selection by adding unrestricted keywords (if necessary). The F.R.S.-FNRS will base the selection of 1<sup>st</sup>-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 change 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 hereafter.

<b>FORM</b>
<b>FRAMEWORK AND DESCRIPTION OF THE PROJECT</b> ➤ <b>CDR/PDR/EQP/MIS/IISN</b> 1. References of the application (for the funded proposals, these data are released and made public on the <a href="#">F.R.S.-FNRS website</a> ). - <b>Title</b> , in French and in English (max. 200 characters each, including spaces) and, - <b>Summary</b> , in French and in English (max. 2,000 characters each, including spaces). 2. Selection of Scientific Commission and descriptor fields 3. Bibliometric indicators 4. Scientific Curriculum vitae + Publications list <sup>11</sup> of each promoter/co-promoter <sup>12</sup> 5. Scientific section (see template) 6. Ethical aspects 7. Reference persons (contact details) → MIS only
<b>BUDGET</b> ➤ <b>CDR/EQP</b> Description and justification for the resources requested: Operating (CDR), Support operating (CDR), Equipment (CDR/EQP) ➤ <b>PDR/MIS/IISN</b> Description and justification for the resources requested: Operating, Support operating (PDR only), Equipment, Personnel
<b>PREVIOUS FUNDING</b> ➤ <b>CDR/PDR/EQP/MIS</b> Connection with previous funding applications (submitted or granted)

<sup>11</sup>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.

<sup>12</sup>Including promoter(s) associated with partner agencies of the Weave network.

## SCIENTIFIC SECTION - PLEASE USE THE TEMPLATE PROVIDED FOR THAT PURPOSE

### ➤ CDR

#### [CDR 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 promoter
6. Additional comments

### ➤ PDR

#### [PDR 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 other promoters (only for Cross-university PDR and PDR with partner agencies of the Weave network)
7. 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)
8. Additional comments

### ➤ 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)