

F.R.S.-FNRS MINI-GUIDE CREDITS AND PROJECTS CALL 2024

French version: [click here](#).

1. SCHEDULE

Opening of the call: **TUESDAY 21ST MAY 2024** on [e-space](#) for the online submission.

INSTRUMENTS		CREDITS AND PROJECTS CALL 2024		
		ELECTRONIC VALIDATION DEADLINES ¹ ON E-SPACE		
		MAIN PROMOTER	CO-PROMOTERS	RECTOR
Research Credit	CDR	Thursday 4 th July at 2 p.m.*	Thursday 11 th July at 2 p.m.	Tuesday 16 th 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 on time.

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 2025³.

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 Multi-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, and including operating, costs. Application can be built around a specific project or general research themes of a team.

¹ All times are Brussels local time.

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

³ In the particular case of a PDR in collaboration with a German partner (DFG), the PDR starting date is set for the 1st April 2025.

- **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.

IISN scope:

- Study of fundamental interactions and their possible unification through observation, experimentation, phenomenological and theoretical studies, including cosmological aspects.
- Properties of atomic and subatomic bound systems.
- Instruments for experimentation and study include, for example, particle accelerators, particle traps, cosmic ray detectors, neutrino detectors...
- This list is not exhaustive, but does not include astronomical approaches (radio, IR, visible, UV telescopes, etc.).
- Research and development on the technologies needed for the experimental and observational programmes carried out in the framework of these studies.

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

	Duration	Limits	Nature
Research Credit CDR	2 years ⁴	€5 – 31.5 k /year	Operating costs, small equipment, conferences...
Research Project PDR	2 years or 4 years	€30 - 84 k /year ⁵	For Single-university PDR <ul style="list-style-type: none"> ➤ 0 to 1 FTE max., €52.5 k, no CV ➤ Operating costs, equipment of max. €31.5 k (or max. €63 k if personnel not requested)
		€30 - 120.75 k/year ⁵	For Multi-university PDR <ul style="list-style-type: none"> ➤ 0 to 2 FTE max., €105 k, no CV ➤ Operating costs, equipment of max. €15.75 k (or €63 k max. if personnel costs minimised, but with a max. limit of €120.75 k)
Research Project PDR in collaboration with a German partner (DFG)	3 years	€120 - 336 k ⁶	For Single-university PDR <ul style="list-style-type: none"> ➤ 0 to 1 FTE max., €210 k, no CV ➤ Operating costs, equipment of max. €126 k (or max. €252 k if personnel not requested)
		€120 - 483 k ⁶	For Multi-university PDR <ul style="list-style-type: none"> ➤ 0 to 2 FTE max., €420 k, no CV ➤ Operating costs, equipment of max. €63 k (or €252 k max. if personnel costs minimised, but with a max. limit of €483 k)
Equipment EQP	2 years	€30 - 300 k	Operating costs, equipment

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

⁵ On an annual average for the duration of the project.

⁶ For the duration of the project as part of a PDR in collaboration with a German partner (DFG).

	Duration	Limits	Nature
Incentive grant for Scientific Research MIS	3 years	€157.5 k /year ⁵	Operating costs, equipment, personnel
Interuniversity Institute for Nuclear Sciences IISN	4 years max.	-	Operating costs ⁷ , equipment, personnel

3. CHANGES COMPARED TO CALL 2023

3.1 Eligible expenses

The F.R.S.-FNRS Board of Trustees decided on 3rd October 2023 to implement a F.R.S.-FNRS policy on the eligibility of costs. This policy 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, apart from the particular provisions set out in a Rules and Regulations which derogate therefrom.

The category of support operating costs has been deleted.

3.2 Instrument EQP

The F.R.S.-FNRS Board of Trustees decided on 3rd October 2023 to allow using the operating credit as long as it is used to cover the costs of use and maintenance of the requested equipments.

Only the following operating costs are eligible:

- Consumables and other supplies
- Consultancy
- Formation
- Transport and delivery fees
- Rental or leasing
- Software
- Maintenance
- Mobility (only for consultancy and formation)
- Small items of equipment
- Sub-contracting

4. INITIATIVE WEAVE

Since 2021, some European research funding agencies have mutually opened their project funding instruments to research teams from partner agencies of the initiative Weave. 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 2024, 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 1st April and the ending date for the 31st 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](#).

⁷ "Maintenance and Operating (M&O) costs": Overheads (or similar costs based on the number of people) are only eligible for scientists devoting at least 45% of their activity to the experiment (max. 2 experiments per scientist).

- 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](#).

5. SPECIFIC REMARKS

5.1 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 flexibility decided by the Board of Trustees of the F.R.S.-FNRS does not apply to the “labo” agreements.
- 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 instance⁸.

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.

5.2 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, the CHU actively participating in the research project provided that these partner institutions are considered as entities affiliated with the host university receiving the funding requested.

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:

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

The researcher shall contact the relevant departments of their host university regarding 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](#).

5.3 Personnel expenses

⁸ 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.

The (co-)promoter-applicant shall contact the relevant department of their host institution to assess the status of the personnel requested (mobility situation, grant, employee...), their working arrangements and an estimate of their cost based on the scientific seniority.

5.4 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.

By submitting an application form, the applicant renounces all access to the reference letters related to their application. 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 Friday 30th August 2024.

6. 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 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 Commission⁹ 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 fields¹⁰ 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 the documents to be enclosed with the application form...) and reminds that the Scientific Commissions have the final say in the assessment of the application file.

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

The application file contains the main sections described in the table hereafter.

⁹ Not applicable for the IISN instrument.

¹⁰If 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 SUSTAINABILITY, 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).

FORM

FRAMEWORK AND DESCRIPTION OF THE PROJECT

➤ CDR/PDR/EQP/MIS/IISN

1. 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 in English (max. 200 characters each, including spaces) and,
 - **Abstract**, 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 list¹¹ of each promoter/co-promoter¹²
5. Scientific section (see template)
6. Ethical aspects
7. Reference persons (contact details) → MIS only

BUDGET

➤ CDR/EQP

Description and justification for the resources requested:
Operating, Equipment

➤ PDR/MIS/IISN

Description and justification for the resources requested:
Operating, 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](#)

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 co-promoters (only for Multi-university PDR and PDR with partner agencies of the Weave initiative)
7. Interactions and distribution of the tasks among the main promoter and the co-promoters (only for Multi-university PDR and PDR with partner agencies of the Weave initiative)
8. Additional comments

¹¹Promoters 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.

¹²Including promoter(s) associated with partner agencies of the Weave initiative.

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. Work plan
4. Comments on changes in case of resubmission
5. Potential interdisciplinary approach of the project
6. Publications and environment of the main promoter
7. Publications of the co-promoters (if any)
8. Interactions and distribution of the tasks among the main promoter and the co-promoters (if any)
9. 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. Publications of the promoter 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)

QUESTIONS : credits-projets@frs-fnrs.be