

RULES AND REGULATIONS

RESEARCH PROJECT -WISD (PDR-WISD)

ADOPTED BY

THE BOARD OF TRUSTEES OF THE FRFS

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CHAPITRE I: SCOPE

Article 1

The Fund for Strategic Fundamental Research (FRFS) is an Associated Fund of the F.R.S.-FNRS which funds the fundamental research of excellence in strategic axis, within the framework of a mission assigned from the Walloon region.

The axis of the FRFS dedicated to sustainable development is called FRFS-WISD, which stands for *Walloon Institute for Sustainable Development*.

University interfaces joined in the LIEU¹ network are entrusted with the mission of the animation and valorisation platform (PAVA) to support the strategic axis of the FRFS-WISD.

The rules and regulations hereinafter are only applicable to the PDR-WISD instrument enabling the funding of single or crossed-university joint research programmes conducted by a main promoter with potential co-promoters.

Instrument	Duration	Characteristics	Co-promoter participation?
PDR-WISD	2 or 4 years	Single or Cross-university PDR.	yes

Article 2

The research programme may be conducted in one or several universities of the French-speaking Community of Belgium under a collaboration agreement which shall be signed between the FRFS-WISD, the University interfaces joined in the LIEU network and universities of the French-speaking Community of Belgium.

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

Article 4

FRFS-WISD Call for Projects covers two categories of projects:

- Projects dealing with sustainable development and process of change, which aim to better define the nature, criteria, conditions of existence, the dynamics and transition paths towards sustainable development;
- Projects supporting sustainable development and demonstrating the contribution they can make to achieve sustainable development within a specific human community.

Regarding the latter category, priority is given to the following themes included in this non-exhaustive list, provided that submitted projects demonstrate a certain level of scientific quality:

¹ *Interfaces and valorisation departments of Universities and Hautes Écoles from the Communauté Wallonie-Bruxelles are working together within the LIEU Network (Liaison Entreprises-Universités).*

1. Energy, Economic, Demographic Transition etc., sustainable development and capacities to
2. innovate in a context of strong sustainability
3. Sustainable Production and Consumption
4. Sustainable Agriculture (including organic farming) and Food, Wood and Forest Sciences
5. Sustainable Energy and Mobility
6. Sustainable Land-use Planning, Heritage and Housing
7. Biodiversity
8. Climate change and Adaption to Global warming
9. Solidarity within and between generations

CHAPITRE II: CANDIDACY

II- A.: PROMOTERS

Article 5

At the latest by 15th November of the year when submitting the application the main promoter-applicant and potential co-promoter applicants of a PDR-WISD 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
- Or a researcher permanently appointed or on probation, but holding a position equivalent to a permanent appointment in a university of the French-speaking community of Belgium (CFB) listed in [Appendix 1](#).

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

II- B.: CUMULATION RULES

Article 6

Researchers may submit only one PDR-WISD funding application as a main promoter-applicant and/or as a co-promoter applicant. No other cumulation rule applicable.

II- C.: APPLICATION SUBMISSION

Article 7

"FRFS-WISD" Call for Projects shall be open upon decision of the Board of Trustees of the FRFS and published on the F.R.S.-FNRS 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 PDR-WISD 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 co-promoters (if any): 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 applications.

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 8

Allocated fund can cover 3 types of expenses:

- Personnel
- Operating
- Equipment

Article 9

Operating eligible expenses are the following:

- Consumables
- Small scientific and technical equipment
- Equipment maintenance and insurance
- Internal services
- Training
- Missions²
- Overhead costs (15% of the eligible expenses for personnel and operating costs, subcontracting excepted)
- Subcontracting³
- Softwares

Article 10

Equipment eligible expenses are the following:

- Acquisition cost of cutting edge scientific equipment indispensable for carrying out research
- Amortisation costs of scientific and technical equipment necessary to carry out research

² Missions carried out for research purposes by research personnel, whose remuneration may fully or partially, or may not be included in eligible expenses.

³ PDR-WISD instrument provides for collaborations with non-academic actors (e.g. non-profit making associations-ASBL) on a subcontract basis.

III- B.: FUNDING CHARACTERISTICS AND PROVISIONS

Article 11

The PDR-WISD instrument provides for single and cross-university projects.

Article 12

The PDR-WISD is applicable for 2 years or 4 years.

The starting date of the research programme is set for the 1st January 2017 and the ending date for the 31st December 2018 or 31st December 2020, depending on the funding duration requested in the application.

Article 13

The PDR-WISD enables to apply for funding of maximum € 125,000-, **on an annual average** for the duration of the project.

Article 14

Categories of personnel⁴ are detailed in the table below:

Categories	Activity	
	Part time	Full time
Non postdoctoral Researcher	x	x
Postdoctoral Researcher	x	x
Technician	x	x

Salary treatment shall be applicable for these Personnel categories. The FRFS-WISD does not allow doctoral or postdoctoral grants remuneration.

Promoters are allowed to recruit personnel **for minimum one month** and the duration may not exceed the maximal duration of the funding agreement.

The identity of the personnel is not required when submitting a PDR application; however, the personnel category must be specified (see table above). Curricula vitae are not provided to the members of the Scientific Commissions.

Article 15

Teams' personnel whose remuneration costs are not charged to the research programme may include amongst others:

- Members of the teaching, scientific, administrative or technical staff from the French-speaking community of Belgium universities,

⁴ *For all categories (Non Postdoctoral Researcher, Postdoctoral Researcher, Technician), the promoter shall contact the relevant department of her/his university to obtain an estimate of the total personnel costs involved based on the seniority scale.*

Amounts cannot be changed after application submission.

- Members who benefit from a grant allocated by a Belgian or a foreign body promoting research.

No compensation can be granted to the promoters or to the above-mentioned personnel.

CHAPITRE IV: APPLICATIONS EXAMINATION

Article 16

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

CRITERIA
<ul style="list-style-type: none">➤ Scientific excellence of the promoter and co-promoters (if any) (CV and publications, International recognition, Main research achievements)➤ Scientific excellence of the project (Feasibility, Methodology and relevance, Originality, Collaborations, Valorisation potential and/or Societal impact from a sustainable development perspective)

Scientific excellence shall be taken into account, along with adequacy with regard to the objectives of the strategic axis. The Scientific Commission shall rank proposals by order of priority after collecting the opinion of at least two frontline experts. Priority ranking shall be submitted to the Board of Trustees of the FRFS and the Management Body of the PAVA. The Board of Trustees of the FRFS shall endorse funding allocation decisions according to the budget that is available.

CHAPITRE V: FINANCIAL PROVISIONS

Article 17

Allocated funding is subject to a research agreement.

This agreement shall bear the signature of the following parties:

- **The main promoter** commits to carrying out the subsidised research;
- **The FRFS-WISD** commits to allocating grants covering the personnel, operating and equipment costs, each year covered by the agreement;
- **University interfaces joined in the LIEU network** ensure full compliance with the valorisation provisions mentioned in the research agreement;
- **The host institution** provides the necessary logistics but does not commit to taking on this charge after the expiration date of the research agreement.

In the particular case of joint research carried out by several promoters in several host institutions, each institution shall take part in the agreement, which contains all the relevant provisions regarding the personnel recruitment, the management of grants and the equipment ownership.

The agreement provides for unilateral termination clauses, which must include a period of notice

Article 18

Grants allocated to promoters shall cover personnel, operating and equipment costs. Each item may include subitems.

Transfers between subitems within an item are unrestricted. However, prior written approval of the FRFS-WISD is required for transfers between items.

Article 19

The 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.

For operating and/or equipment costs, the supporting documents must be sent at the latest 15 months after the end of the agreement.

Article 20

Agreements allow promoters to recruit scientific and technical staff, however, employment condition shall be in accordance with the scales and regulations in force within the host institution.

The personnel recruitment which was expected although not effective on the starting date of the agreement may be delayed. However, postponement shall be equivalent to the lost employment duration and not exceed a six-month period after the end of the agreement nor the employment duration initially allotted.

Article 21

The financial participation of the FRFS-WISD is limited to the global amount indicated in the agreement.

CHAPITRE VI : MISCELLANEOUS PROVISIONS

Article 22

Any device acquired with a credit from the FRFS-WISD 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 researcher 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 approval of the FRFS-WISD.

In the event that the device was purchased with the provision of an additional funding, the Board of Trustees of the FRFS-WISD will settle the ownership issue with the competent authorities.

Article 23

The grants destined for the personnel are available only for the duration of the agreement and are divided according to the provisions of the agreement.

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

The remaining amount will be recovered by the FRFS-WISD.

Article 24

Grants are exclusively allocated for the execution of research programmes approved by the FRFS-WISD. Promoters are required to use them solely for that purpose. Grants or remaining budget will be recovered by the FRFS-WISD as soon as they are no longer used for that purpose.

Any fundamental change in the ongoing research programme must obtain the prior approval of the FRFS-WISD and the University interfaces joined in the LIEU network.

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 FRFS-WISD, they must adhere to the collaboration agreement which binds the FRFS-WISD, the University interfaces joined in the LIEU network, and the universities of the French-speaking Community of Belgium.

Article 27

Throughout the research programme approved by the FRFS-WISD, promoters must not pursue research for third parties on the subject of this very research programme unless the FRFS-WISD has given a prior written approval.

Article 28

The promoter must send administrative progress reports and a final report to the FRFS-WISD.

- Administrative progress reports
Those reports should summarise the scientific publications, filed patent applications, valorisation opportunities and the composition of the team.
- A scientific and administrative final report
This report shall consist of the same elements as in the progress reports, including a short scientific report outlining the 2 years or 4 years of research financed by the FRFS-WISD.

Article 29

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-WISD 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° [agreement number]".

CHAPITRE VIII: RESULTS VALORISATION

Article 30

University interfaces joined in the LIEU network ensure, with assistance from the experts, the follow-up of the research project, maintenance of confidentiality, detection of results with a valorisation potential,

research valorisation, and adherence to the publication constraints necessary for the protection of intellectual property of the results.

Article 31

Intellectual property relating to outputs resulting from research programmes financed by the FRFS-WISD is the exclusive property of the academic institutions of the French-Speaking Community of Belgium.

Article 32

The valorisation of intellectual property is the responsibility of the University interfaces joined in the LIEU network.

APPENDIX 1

Relevant institutions giving access to the funding of the FRFS-WISD

PDR-WISD Instrument

Instrument Projet de Recherche-WISD / Research Project-WISD

<p>Candidat promoteur principal <u>ou</u> candidat co-promoteur / Main promoter-applicant <u>or</u> co-promoter-applicant</p>	<p>➤ Universités de la Communauté française de Belgique (CFB) Universities of the French-speaking Community of Belgium (CFB)</p> <ul style="list-style-type: none">Université Catholique de Louvain (UCL)Université Libre de Bruxelles (ULB)Université de Liège (ULg)Université de Mons (UMons)Université de Namur (UNamur)Université Saint-Louis - Bruxelles (USL-B)
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