

MINI-GUIDE FRESH CALL 2018

French version: [click here](#)

1. FRESH: A FUND DEDICATED TO HUMAN SCIENCES RESEARCH

In 2012, the Government of the French-speaking community of Belgium has created the Human Sciences Research Fund (FRESH – Fonds pour la Recherche en Sciences Humaines). The aim of this Fund is to meet the different and complementary needs of the **fundamental research in social and human sciences**.

The Board of Trustees of the F.R.S.-FNRS of 21st June 2018 has decided to restrict the call to doctorate grants for graduates in Social and Human Sciences (term: 2+2 years).

2. CALENDAR

- Opening of the call on the F.R.S.-FNRS web-based application '[SEMAPHORE](#)' for the online submission: **Wednesday 11th July 2018**¹
- **DEADLINE TO ACCESS AN ELECTRONIC FORM: Monday 27th August 2018 at 2 p.m.**²

<u>DEADLINES IN 2018</u>	
Validation by the applicants	Tuesday 28 th August at 2 p.m.
Validation by the promoters Promoters permanently appointed or on probation (equivalent to a permanent appointment) by the Rectors validation deadline are eligible. If promoters access pension after the Rectors validation deadline and before the end of the granting scheme , their eligibility is subject to the prior approval of the Head of institution. Promoters who will access pension / become professor emeritus by the Rectors validation deadline are not eligible.	Monday 10 th September at 2 p.m.
Validation by the rectors (closing of the call)	Thursday 13 th September at 2 p.m.
<u>Appendices required for 1st Grant applicants (1st Year and 2nd Year):</u> <ul style="list-style-type: none"> ➤ Certificate of achievement or a copy of the Master diploma and/or registration document or certificate issued by the university of the French-speaking community of Belgium enabling the admission to doctoral programmes and/or acknowledgment from the Supervisory Panel (Thesis Advisory Committee) (article 115 from the decree "Paysage", see article 4 of the Regulations). ➤ Reference letters from referees and the referee involved in the field outside the academic sphere. They will be contacted by the FRESH. 	By Sunday 30 th September at the latest

¹ The FRESH will give researchers who may be granted with a FRESH-2B (Second Grant) access to the electronic form via the SEMAPHORE application.

² All times are Brussels local time.

<p>➤ The applicant must have the ad hoc document provided for academic marks and ranking completed by the faculty awarding the master degree which is taken into account for the eligibility. This document will be considered for the evaluation. Following the validation deadline, the applicant will receive an email with instructions to upload the document on a dedicated page.</p>	
<p><u>Appendix required for 2nd Grant applicants:</u></p> <p>➤ Decision from the Supervisory Panel (Thesis Advisory Committee)</p>	<p>By Wednesday 31st October at the latest</p>

- FRESH Juries will meet in November 2018 on the premises of the F.R.S.-FNRS. Pre-selected applicants will be informed of the date of the oral examination during the second half of October. That date cannot be modified by no means. There is no possibility for any applicant to attend this interview on Skype or via any other means.
- The decision to allocate the grants will be taken by the Management Committee of the FRESH in December. First Grant scheme starts as from 1st October 2018 while Second Grant scheme starts as from 1st January 2019.
- 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 accompanied by the opinion of the Ethics Committee to the FRS-FNRS only in case of granting. Funding will be subject to a favorable opinion of the Committee (decision of the Board of Trustees of the F.R.S.-FNRS on 4th October 2017).

3. RULES AND REGULATIONS

[FRESH Rules and Regulations](#) are available on the website.

➤ **Graduates in:**

- Art of Building and Urban Planning
- Public Health Sciences
- Geographic Sciences
- Environmental Sciences and Management
- Psychology Sciences

are not allowed to apply for both FRIA and FRESH instruments the same year.

Holders of a Master degree in Psychology Sciences (biomedical discipline in the broad sense and the likes) are invited to apply for a FRIA Grant (decision of the Board of Trustees of the FRIA on 22 June 2017).

CONDITIONS
<ul style="list-style-type: none"> ➤ Maximum 7 years following the latest Master /complementary Master degree obtained, on the condition that this period includes the ongoing academic year (01/10/2016 – 30/09/2017) ➤ One-year extension per childbirth or adoption

Applications for a FRESH 2nd Grant will be evaluated by the Supervisory Panel (Thesis Advisory Committee).

4. CONTENT OF A PROPOSAL

Applicants will have the choice to write their proposal either in French or in English.

The FRESH insists on **strict compliance of the number of pages** allowed for documents that shall be enclosed with the application form and stresses again the sovereign consideration of the Juries in case the file would exceed the applicable page limit.

One of the specificities of the FRESH Fund relates to the **societal impact** of the funded research programmes, as stressed and redefined by the Board of Trustees of the F.R.S.-FNRS on 21st June 2018: "The FRESH Fund supports basic research projects whose outcomes are likely to improve the understanding or functioning of one sector in the society in the short-medium term at a local, regional, national or international level, from many perspectives such as culture, economy, politics, sociology and psychosociology."

Applicants have the opportunity to justify the potential societal impact of their project in their application file. They should highlight the players, groups or sectors that are likely to benefit from the results of the research in the short-medium term.

Applicants must enclose with their application file a **support letter from a referee actually involved in the filed outside the academic sphere**.

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

SECTION	CONTENT
THE RESEARCHER	Information that enables to verify the eligibility criteria (degrees, graduation date, institution)
	Class and ranking per cycle and per year of study
	Awards and honours (maximum 5)
	The applicant's list of publications (published or accepted, if any), attached in a PDF format
	Professional background , including relevant activities with regard to the research project
	Title of the Master thesis
THE RESEARCH PROJECT	Title in English and in French (max. 200 characters each) ³ Summary in English and in French (max. 2,000 characters each) ³ ➤ <i>Funded proposals are released and made public on the F.R.S.-FNRS website.</i>
	Selection of the jury
	Selection of 2 to 6 descriptor fields in order of relevance which may be completed by some unrestricted keywords . Applicants must select two descriptor fields at least corresponding to the jury selected. If they select only one descriptor field, they must justify their choice.

³ Including every character and spaces

SECTION	CONTENT
	<p>Description of the project, it is mandatory to use the template available in English or in French. The description shall be limited to 4 pages maximum (Arial 12, single space), including the reference bibliography classified by order of appearance in the text, and divided in 4 parts:</p> <ol style="list-style-type: none"> 1. Goals of the research 2. State of the art 3. Research project 4. Work plan <p>Graphs and tables may be added (max. 2 pages) to the 4-page description.</p>
	Summary of the 1 st year of Ph.D. -- For 1 st Grant-2 nd year applicants only.
	Applicants have the opportunity to justify the societal impact of their project in their application file. They should highlight the players, groups or sectors that are likely to benefit from the results of the research in the short-medium term.
THE WORK ENVIRONMENT	<p>Facts that assess whether the environment (the intellectual means and/or equipment available to the applicant) is consistent with achieving the aims of the project.</p> <p>➤ <i>For this criterion, information may vary depending on the nature of the project and the scientific field.</i></p>
THE REFEREES⁴	<p>Contact details (full name, email) of:</p> <ul style="list-style-type: none"> - 1 referee other than the promoter, who will be contacted by the FRESH (see Section 6 in the form). - 1 referee involved in the field outside the academic sphere, who will be contacted by the FRESH (see Section 7 of the form). <p>➤ <i>Applicants shall contact the reference persons prior to mentioning their contact details in the application form if they want to make sure that their referees 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 reference persons 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.</i></p>

5. (PRE)SELECTION PROCEDURE, JURIES AND EVALUATION CRITERIA

Applications for a 1st Grant are evaluated by two juries: the first one is dedicated to **cultural challenges**, the second to **economic and social challenges**.

Each jury is made up of 3 civil society representatives, plus 9 members from CFB universities, respecting the balance between universities:

- 2 UCL, 2 ULB, 2 ULiège
- 1 UMons, 1 UNamur, 1 USL-B

Applicants' promoters and co-promoters may not sit or even partially take part in the jury of their applicants.

When updated, the composition of the juries will be published on the F.R.S.-FNRS website this summer. The composition for the year 2017 is available at the following address: <http://www.fnrs.be/index.php/commissions-scientifiques>

Applicants shall select the jury themselves in the application form in accordance with the descriptor fields selected.

⁴ Promoters and referees are required to provide a reference letter concerning applicants to a 1st Grant.

The Board of Trustees of the F.R.S.-FNRS has decided to establish a **pre-selection** of the application files. Members of the jury will focus on the scientific quality of the application by assessing four criteria as follows: the **research project (40%)**, the **competencies of the applicant with regard to his/her speciality (CV) (40%)**, the **research environment** and the **societal impact of the project (10%)**. Irrespective of the weight of each criterion, applicants must meet a minimum quality threshold.

Pre-selected applicants are required to take an **oral examination at the F.R.S.-FNRS, 5 rue d'Egmont, B-1000 Brussels**. Each application file is assigned to a rapporteur, depending on the 2-6 descriptor fields selected by the applicant. The applicant is interviewed by members of the jury and the rapporteur, who leads the discussion.

Juries shall devote 30 minutes at most to each applicant.
The oral presentation of the applicant may not exceed 10 minutes.

The evaluation criteria that will be taken into account are the following:

CRITERIA
Quality of the research project: Feasibility, originality, host laboratory, work plan, societal impact, and activity report (applicable only for applicants to a 1 st Grant 2 nd Year)
Competencies of the applicant with regard to his/her speciality (CV)
Presentation and answers given to questions about the project
Scientific knowledge in general

The evaluation grid is the following:

Categories	Grades	
A	A+	outstanding
	A	excellent
	A-	very good
B	B+	good
	B	average
	B-	weak
C	C	insufficient

For applicants to a FRESH 1st Grant, juries will assess their capability to conduct their doctoral research in 4 years. Depending on the progress of the research work, juries may decide to recommend applicants whether for a 1st Grant 1st year or 1st Grant 2nd year.

To respect the European Charter for the Researcher, interviewed applicants will receive an evaluation report following the meeting of the FRESH Management Committee in December.

ALL DOCUMENTS, GUIDES AND REGULATIONS AND PRIVACY POLICY
ARE AVAILABLE AT <http://www.fnrs.be/index.php/appels-reglements> AND
<http://www.fnrs.be/en/index.php/privacy-policy>