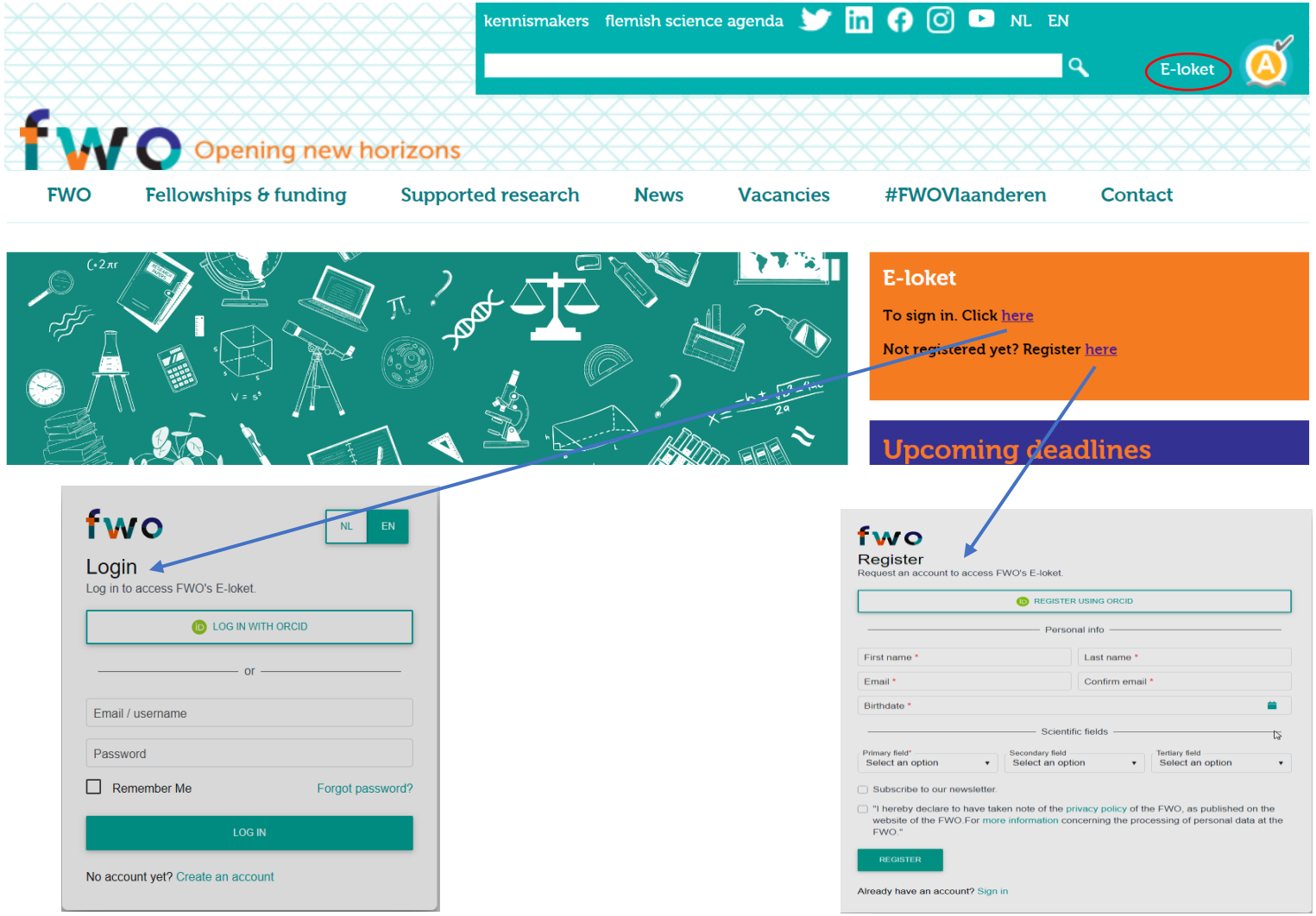
EXAMPLE OF AN APPLICATION FORM:

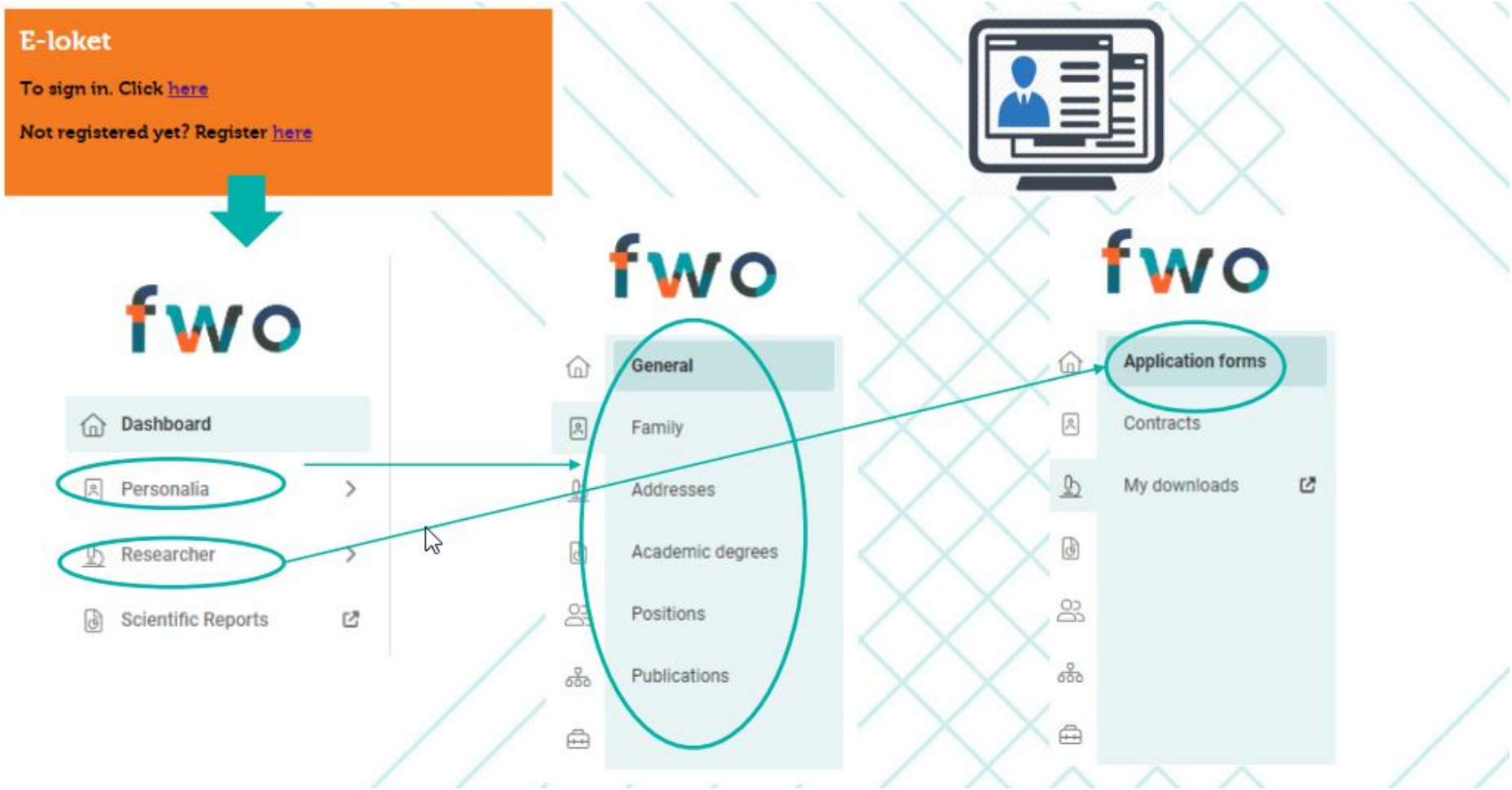
BILATERAL SCIENTIFIC COOPERATION QUÈBEC (FRQ)

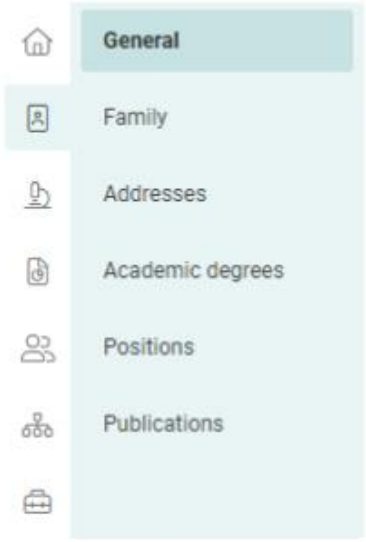
Login to E-PORTAL

Applicants first have to register (at least 24 hours in advance) in order to receive a login name and password, which gives access to the web-based FWO e-portal for preparing and submitting a proposal. Go to the FWO home page (http://www.fwo.be/en/) and click on E-portal.



PREPARING YOUR APPLICATION





General

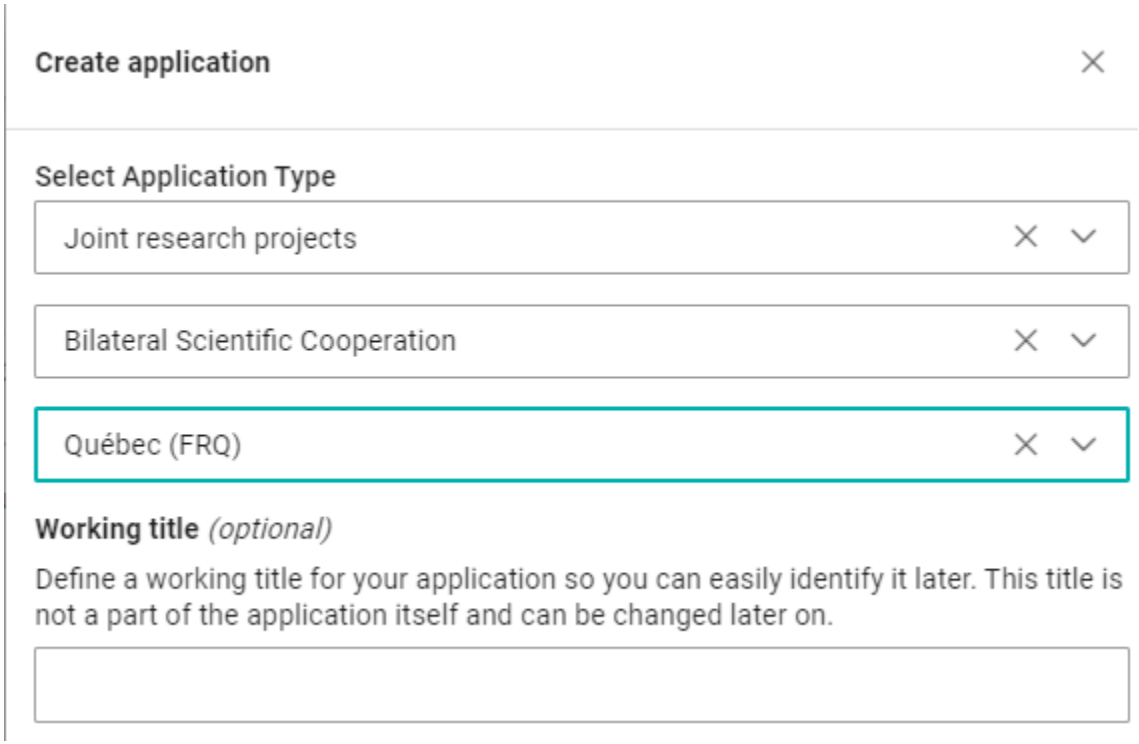
- Gender
- Place of birth
- Nationality
- ORCID iD *(Open Researcher and Contributor ID)* - https://orcid.org/

Addresses

- Legal domicile address (in Belgium or abroad)
  - *Non-Belgian domicile in EU: add TIN code (tax identification number)*
- (Future) 'Belgian' service address

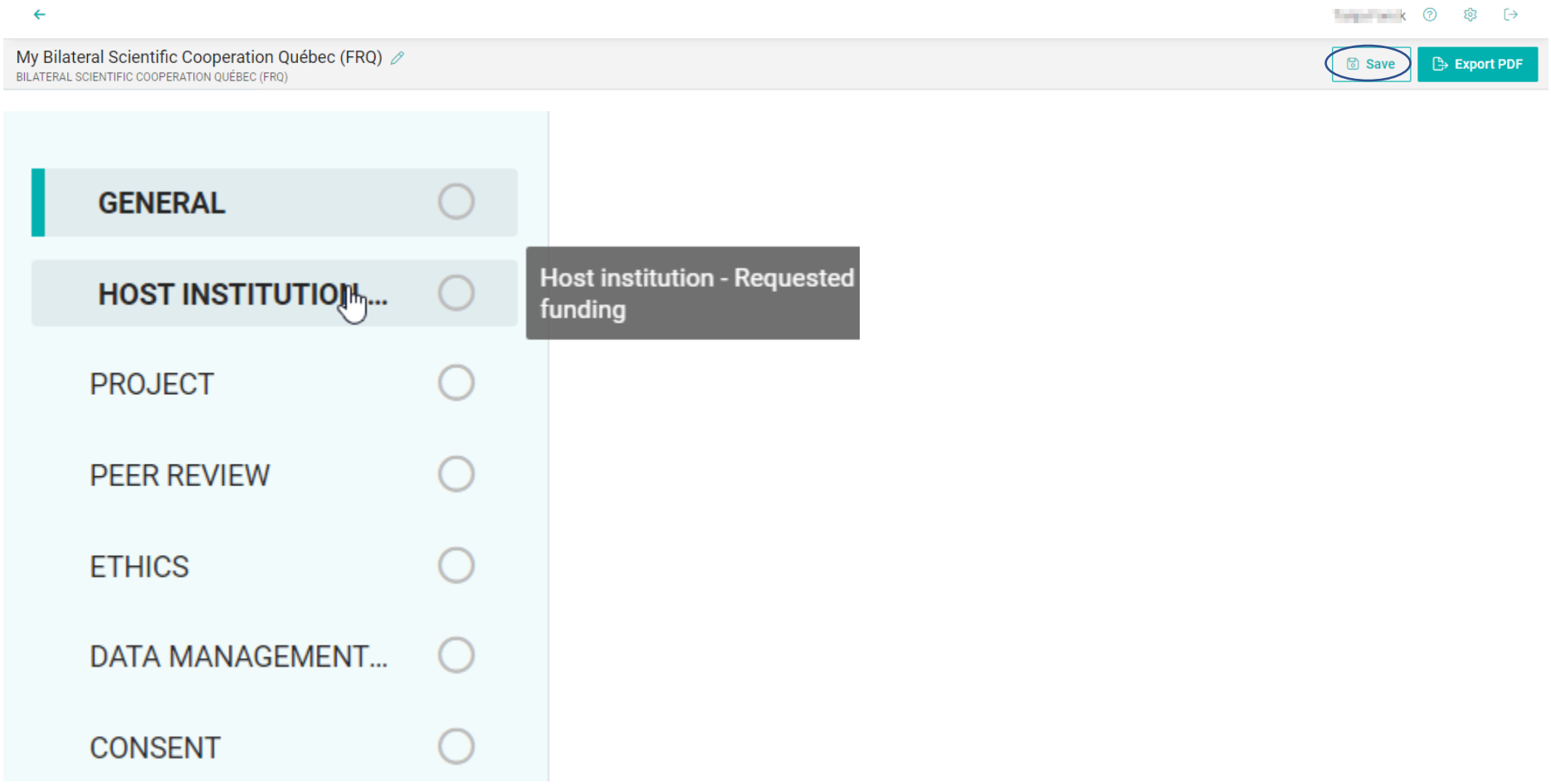
no access ⛔ *to new application before these 7 items are completed…*

APPLICATION TYPE SELECTOR



APPLICATION FORM

Manual save as well as auto-save features



General

Enter the English title of your research proposal.

0 / 240

Enter the Dutch title of your research proposal.

0 / 240

Enter the French title of your research proposal.

0 / 240

Complete the abstract in layman's terms of your research proposal - English version.

0 / 1500

Complete the abstract in layman's terms of your research proposal - Dutch version.

0 / 1500

Complete the abstract in layman's terms of your research proposal – French version.

0 / 1500

Host institution – requested funding

Add per host institution the involved (co-)supervisor(s)(-spokesperson) and the requested funding for staff, consumables and equipment.

All Flemish and Québec (co-)supervisor(s)(-spokesperson) must have a fully up to date online E-loket FWO profile including a full list of publications and list of disciplines adjusted to the new discipline codes.

FWO (co-)supervisor(s)(-spokesperson):

There are 3 types of FWO applicants:

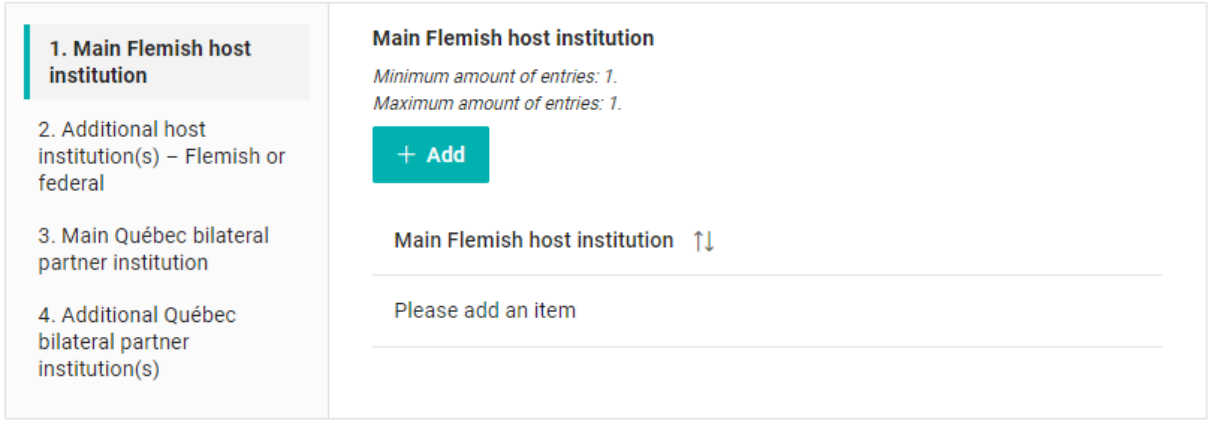
1. **Supervisor-spokesperson (Art. 10):** main applicant of the project, affiliated to a Flemish main host institution (Art. 7 §2) (mandatory for each project).
2. **Supervisor (Art. 10):** main applicant of (a) partner Flemish main host institution(s) (Art. 7 §2).
3. **Co-supervisor:** co-applicant (Art. 10 or 11) within (1) the Flemish main host institution (Art. 7 §2) of supervisor-spokesperson and/or (2) (a) partner Flemish main host institution(s) (Art. 7 §2) OR main applicant (Art. 11) and potential co-applicant(s) (Art. 11) within an eligible non-main host institution.

Based on the available information, the supervisor(-spokesperson) and co-supervisors acting as main applicant are required to justify that they will normally be leading the project throughout its life cycle.

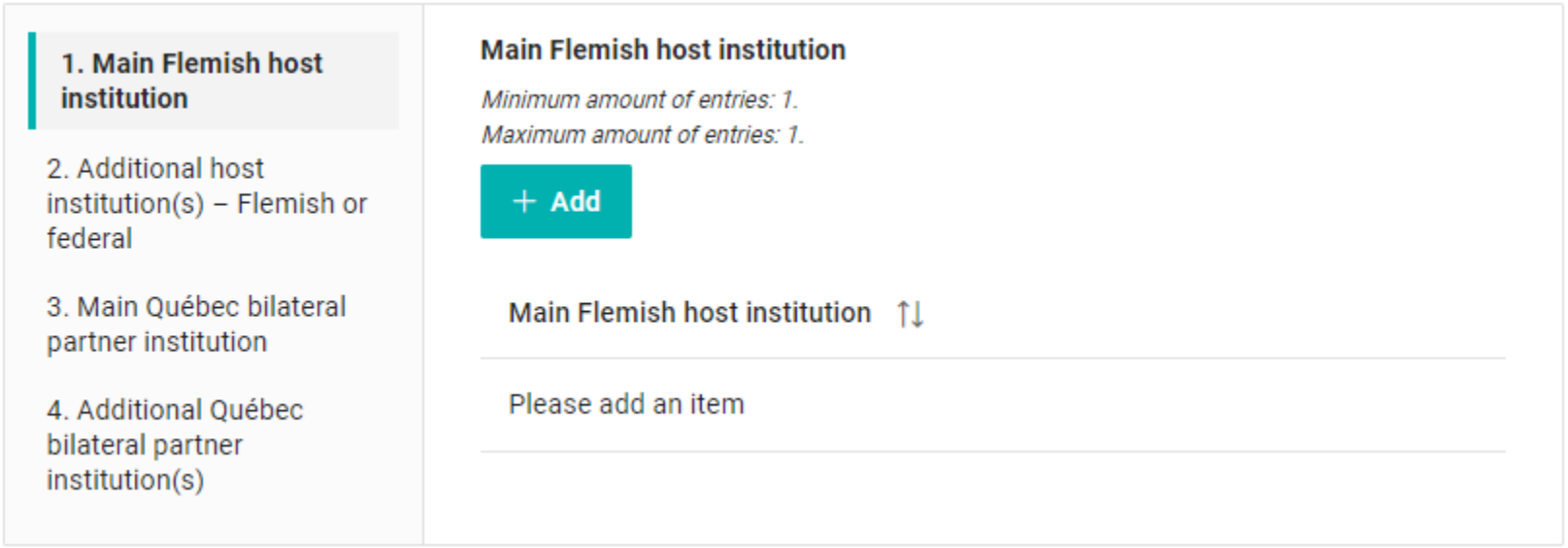
(Co-)supervisor(s)(-spokesperson) are not allowed any remuneration or accumulation with a remuneration under a research project funded by FWO.

FRQ (co-)supervisor(s)(-spokesperson):

Involved Québec (co-)supervisor(s)(-spokesperson) and host institutions must meet the eligibility requirements of FRQ.



Add main Flemish host institution



Add: main Flemish host institution

Main Flemish host institution

Please note that each host institution can only be added once.

Supervisor-spokesperson

Minimum amount of entries: 1.
Maximum amount of entries: 1.

+ Add

First name	Last name	Research unit
Please add an item		

Co-supervisor(s) *(optional)*

+ Add

First name	Last name	Research unit
Please add an item		

REQUESTED FUNDING

- Total project budget for staff and consumables: max. 85,000 EUR/year;
- Budget for staff and consumables of Flemish main host institution: min. 45,000 EUR/year;
- Total project budget for equipment: max. 150,000 EUR (can be matching funding);
- No overhead costs must be charged on the Flemish budgets.

Staff *(optional)*

+ Add

Staff type
Please add an item

Consumables *(optional)*

+ Add

Consumable type
Please add an item

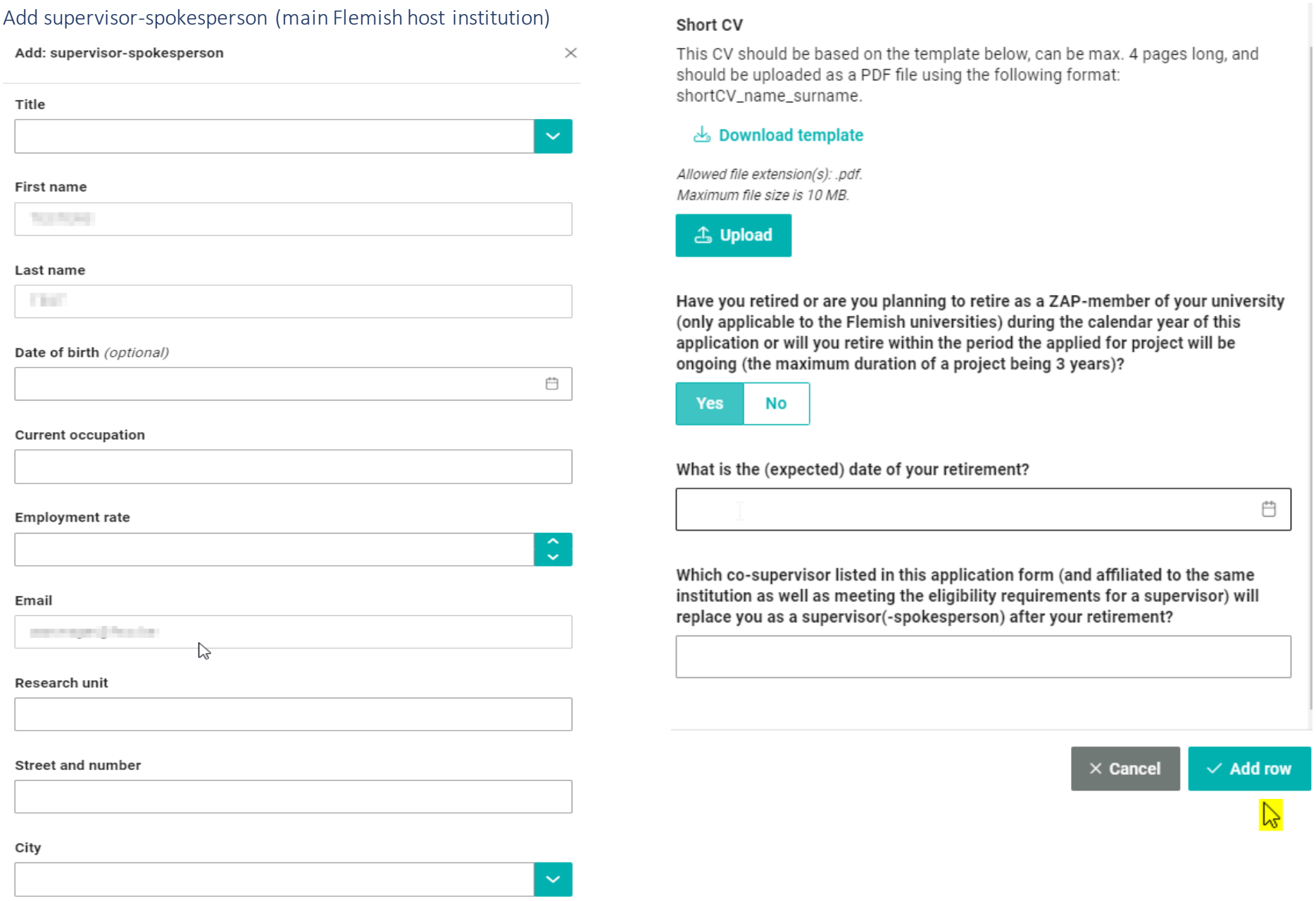
Equipment *(optional)*

+ Add

Description and technical aspects
Please add an item

× Cancel Add row

Add supervisor-spokesperson (main Flemish host institution)



Add co-supervisor

Add: co-supervisor

Title

First name

Last name

Date of birth *(optional)*

Current occupation

Employment rate

Email

Research unit

Street and number

City

Short CV

This CV should be based on the template below, can be max. 4 pages long, and should be uploaded as a PDF file using the following format: shortCV_name_surname.

Download template

Allowed file extension(s): .pdf.
Maximum file size is 10 MB.

Upload

Cancel

Add row

Add staff

Add: staff

Staff type

Requested funding

The real staff cost is used when the name of the researcher to be employed on the project is already known. When the name is not yet known, the following amounts can be used as indicative costs:

- Predoctoral researcher with stipend (bursary): €50,000 – €55,000;
- Predoctoral researcher with salary, 0 years of seniority: €85,000 – €85,000;
- Postdoctoral researcher, 3 years of seniority: €105,000 – €115,000;
- Technical staff, 6 years of seniority: €65,000 – €85,000.

Minimum amount of entries: 1.
Maximum amount of entries: 3.

+ Add

Year	Requested funding
Please add an item	

Motivation

Motivate based on the project tasks to be performed the need for the requested staff type. When the name of the researcher to be employed is already known, mention name and academic degree of that person and motivate why this particular person is necessary.

0 / 1500

× Cancel

✓ Add row

Add consumables

Add: consumables

Consumable type

Requested funding

Minimum amount of entries: 1.
Maximum amount of entries: 3.

+ Add

Year	Requested funding
Please add an item	

Detailed description of consumables

0 / 1500

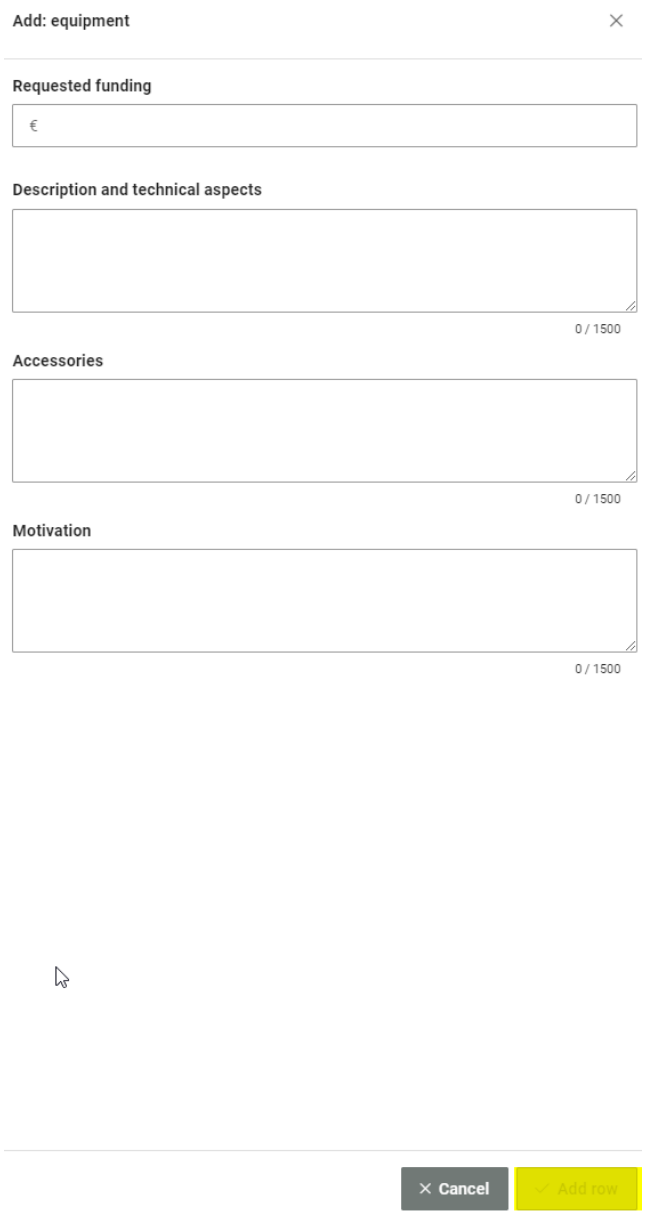
Motivation

0 / 1500

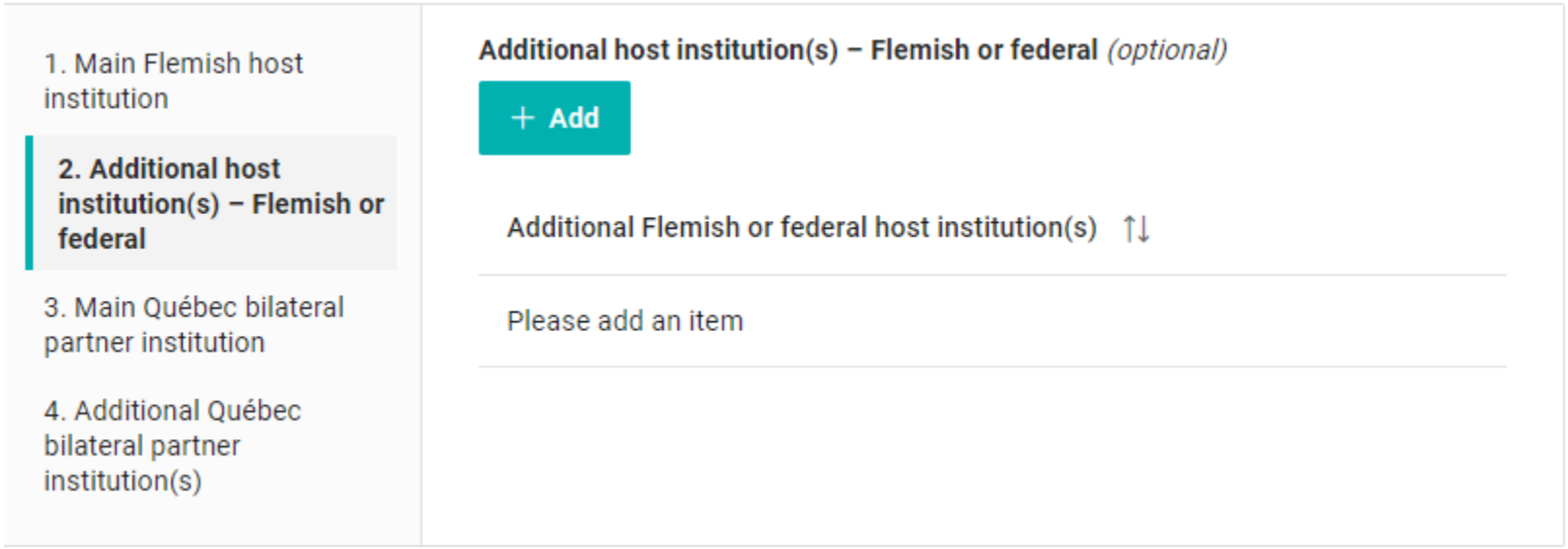
× Cancel

Add row

Add equipment



Add additional host institutions(s) – Flemish or federal



Add: additional host institution – Flemish or federal

Additional Flemish or federal host institution(s)

Please note that each host institution can only be added once.

Co-supervisors

Minimum amount of entries: 1.

+ Add

First name	Last name	Research unit
Please add an item		

Consent form

This consent form should be based on the template below and uploaded as a PDF file using the following format: consentform_namehostinstitution.

Download template

Allowed file extension(s): .pdf.
Maximum file size is 10 MB.

Upload

REQUESTED FUNDING

- Total project budget for staff and consumables: max. 85,000 EUR/year;
- Budget for staff and consumables of Flemish main host institution: min. 45,000 EUR/year;
- Total project budget for equipment: max. 150,000 EUR (can be matching funding);
- No overhead costs must be charged on the Flemish budgets.

Staff *(optional)*

+ Add

Staff type
Please add an item

Consumables *(optional)*

+ Add

Consumable type
Please add an item

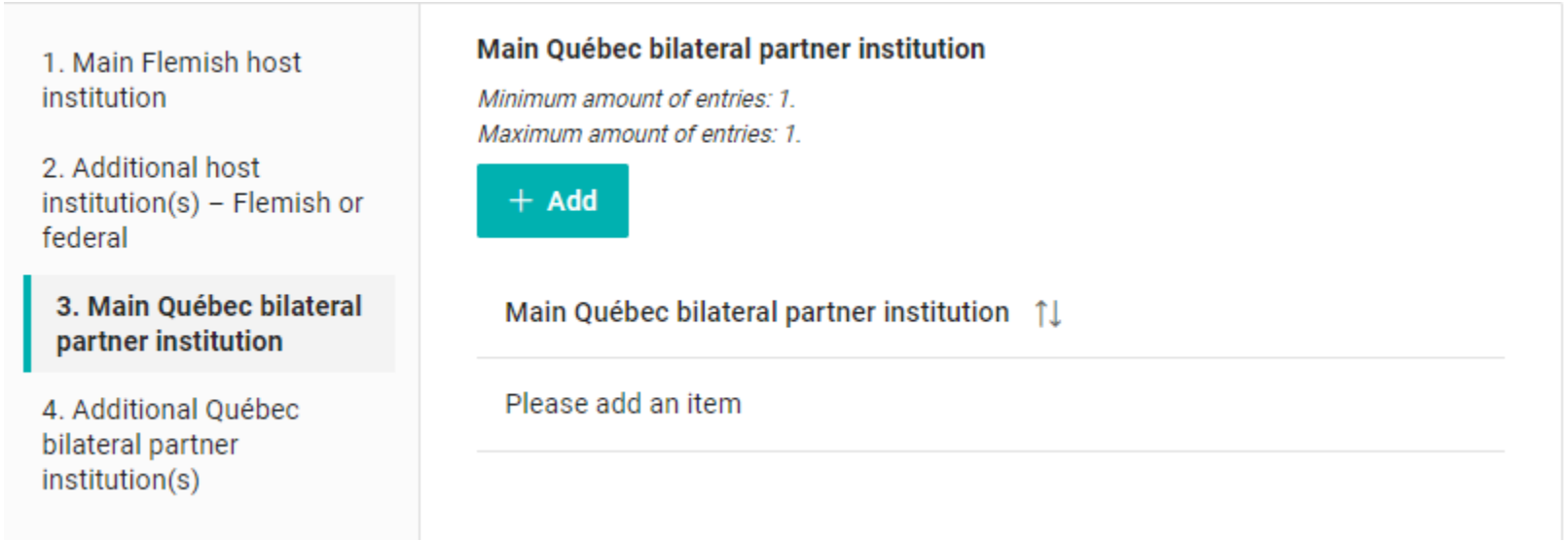
Equipment *(optional)*

+ Add

Description and technical aspects
Please add an item

× Cancel ✓ Add row

Add Main Quèbec bilateral partner institution



Add: main Québec bilateral partner institution

Main Québec bilateral partner institution

Supervisor-spokesperson

Minimum amount of entries: 1.
Maximum amount of entries: 1.

+ Add

First name	Last name	Research unit
Please add an item		

Co-supervisor(s)

Minimum amount of entries: 1.

+ Add

First name	Last name	Research unit
Please add an item		

REQUESTED FUNDING

The Québec part of the project budget can only be used as described in the FRQ's Common General Rules. Please specify the budget (in CAD) requested for this institution at FRQ.

Staff *(optional)*

+ Add

Staff type
Please add an item

Consumables *(optional)*

+ Add

Consumable type
Please add an item

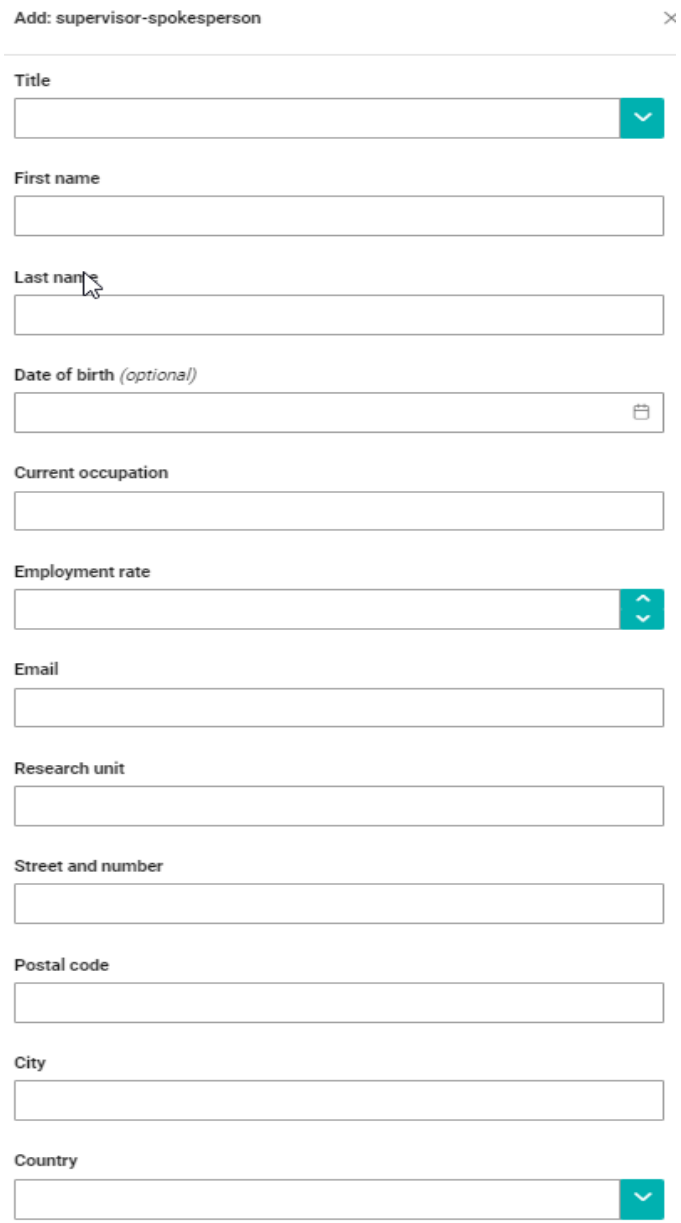
Equipment *(optional)*

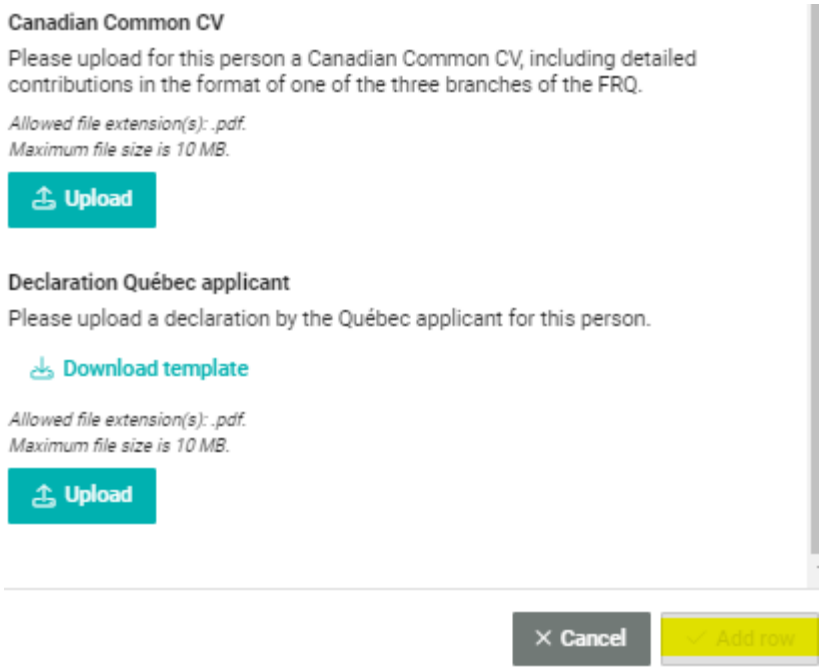
+ Add

Description and technical aspects
Please add an item

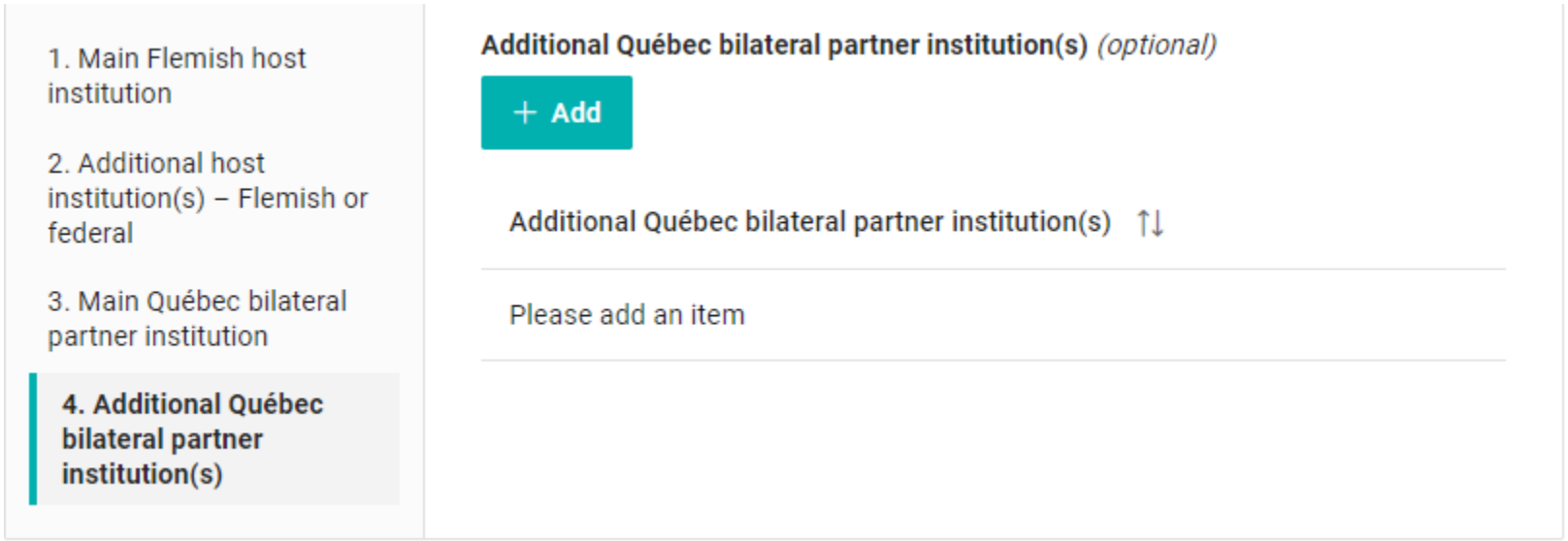
× Cancel ✓ Add row

Add supervisor-spokesperson (main Québec bilateral partner institution)





Add additional Quèbec bilateral partner institution(s)



Add: additional Québec bilateral partner institution

Additional Québec bilateral partner institution(s)

Supervisor

Minimum amount of entries: 1.
Maximum amount of entries: 1.

+ Add

First name	Last name	Research unit
Please add an item		

Co-supervisor(s) *(optional)*

If present or required by FRQ

+ Add

First name	Last name	Research unit
Please add an item		

REQUESTED FUNDING

The Québec part of the project budget can only be used as described in the FRQ's Common General Rules. Please specify the budget (in CAD) requested for this institution at FRQ.

Staff *(optional)*

+ Add

Staff type
Please add an item

Consumables *(optional)*

+ Add

Consumable type
Please add an item

Equipment *(optional)*

+ Add

Description and technical aspects
Please add an item

Project

PROJECT DESCRIPTION

Project description.

IMPORTANT! The project outline should be following the template provided by FWO. The sequence of the different topics should be followed exactly as provided in the original template. The total project outline has a maximum of 10 A4 pages (Font Calibri 11, single spacing, original template margins ...) herein included all tables, graphs, illustrations, etc.

In the framework of the bilateral call with Québec (FRQ), there is no project submission in Québec (FRQ). Therefore it is important that (1) all (co-)supervisors (including those from Québec) agree to the project content and that (2) the scientific contribution of all involved groups (including those from Québec) is clearly indicated in the various aspects of the project template as well as other questions in this application form.

Download template

Allowed file extension(s): .pdf.
Maximum file size is 10 MB.

Upload

Please upload your file(s)

APPLICATION BILATERAL RESEARCH PROJECT

PROJECT OUTLINE (MAX. 10 A4 pages)

The titles below provide a list of aspects that should be discussed in the project outline. This is followed by a brief description of the expected content in italics. Please retain these titles in the final project description, but remove the description. You can add extra titles and subtitles as necessary. Please stick to the maximum number of 10 pages, without changing text layout (font Calibri 11, line distance 1, page margins etc.).Please remove this explanatory paragraph as well before submitting the template.

In case this application involves a resubmission of an FWO application that was not granted, please indicate in the various sections of the project template the changes made compared to this earlier submission.

In case this application is a continuation of an FWO and/or any other application that was granted before, please clearly indicate in the various sections of the project template how this project builds upon the earlier granted proposal, thereby motivating a continuation.

Rationale and positioning with regard to the state-of-the-art

Elaborate the scientific motivation for the project proposal based on scientific knowledge gaps, and the issues and/or problems that you want to solve with this project. Concisely describe the related international state of the art, with reference to scientific literature. Position your project in relation to ongoing national and international research.

Click here to insert your text.

Scientific research objectives.

Describe explicitly the scientific objective(s) and the research hypothesis. Explain whether and how the research is specifically challenging and inventive, also with reference to the innovative aspects of the envisaged results. Discuss in detail the results (or partial results) that you aim to achieve, such as specific knowledge and academic breakthroughs.

Click here to insert your text.

Research methodology and work plan.

Elaborate the different envisaged steps (experiments/activities) in your research, and motivate your strategic choices with the aim of reaching the objectives. Describe the set-up and cohesion of the work packages including intermediate goals (milestones).

Discuss where the proposed methodology (research approach) is according to the state of the art and where it is novel.

Discuss risks that might endanger reaching project objectives and the contingency plans to be put in place should this risk occur.

Use a table or graphic representation of the planned course of activities (timing work packages, milestones, critical path) over the 3-year grant period.

Describe the collaboration/coordination/work distribution between the different participating research groups as well as the role/complementarity of the different research groups/(co-)supervisors.

Click here to insert your text.

References

Give an overview of the bibliographical references that are relevant for your research proposal.

Click here to insert your text.

OTHER FUNDING

Have the content of this proposal and at least the main part of the proposed research actions, be it with literally the same text or in a varied form, already been submitted before and was it funded or is the funding decision still pending (applications that finally did not result in funding should not be mentioned)?

Yes | No

To whom have they been submitted?

- [x] to FWO, regardless of the type of funding (fellowship, project,...)

Specify the project number(s), title and programme.

0 / 3000

Has the proposal already been funded?

Yes | Evaluation still pending

- [x] to another organization

Please enter the name of that organization.

0 / 240

Has the proposal already been funded?

Yes | Evaluation still pending

Enter any additional remarks and the decision date(s) of pending funding decision(s) mentioned above.

- *You are encouraged to use this field as an opportunity to point out potential overlap, complementarity, added value of current funding applied for or already obtained, ... related to the applications mentioned above.*
- *There can be good reason for applying or already having applied for funding at FWO or elsewhere. It is however important that the panel understands how pending applications for funding or obtained funding mentioned above relate to the current application.*

0 / 1000

PROJECT POSITIONING AND EMBEDDING

Elaborate on the positioning and embedding of your project in the research group(s).

If the project has already been initiated, please state the progress of your research.

0 / 1200

Position the project in a national and international context.

Mention research collaborations, larger projects, programmes and international networks in which your research can be situated.

0 / 1200

Did you take the issues of gender and diversity into account while designing your research plan (e.g. selection of human participants and/or animals in experiments, relevance of research questions and/or results with respect to gender differences, ...)?

This issue will be taken into account during the evaluation as part of your research methodology and work plan.

Yes | Not applicable

Justification

0 / 1200

Did you or will you work with societal actors other than research partners in the whole or parts of the research process (from design of the application up to the execution of the research)?

'Societal actors' consist of all kinds of groups in society (like patients and/or their organizations, other citizens, firms, ...) involved in or connected to the research in one way or another. There is no limitation to what kind of partners in society possibly can be included, nor is involving societal partners an obligation: whether such an involvement could be relevant or not is left to the judgment of the applicants of the research proposal. Take into account, however, that the evaluators may find that collaboration with societal actors is recommendable or even necessary; you may anticipate this by clarifying your position in the designated text box. Please be aware that this question on societal actors does not concern science communication or valorization.

This issue will be taken into account during the evaluation as part of your research methodology and work plan.

Yes | Not applicable

Justification

0 / 1200

INTERNATIONAL COOPERATION

What is the added value of the scientific collaboration?

Demonstrate why the scientific expertise from both sides is relevant and needed for this project.

0 / 1800

Describe the past cooperation (not a prerequisite for submission) between the project partners.

0 / 1800

SCIENCE COMMUNICATION

Indicate how the results of the proposed research will be communicated to a non-expert audience.

FWO and FRQ encourage their researchers to disseminate the results of their research widely and valorize them where possible.

0 / 1200

Peer review

INTERNAL PEER REVIEW

Degree of interdisciplinarity.

For the call with Québec the proposal (research and team members) must cover research domains falling under at least two of the three Québec Research Funds. Indicate which Québec Research Funds are covered.

- Nature & technologies (Domains covered by FRQNT)
- Health (Domains covered by FRQS)
- Society and Culture (Domains covered by FRQSC)

Minimum amount of entries: 2.
Maximum amount of entries: 3.

+ Add

Field ↑↓
Please add an item

Explain how the proposed research and team members (from Québec and Flanders) cover domains falling under at least two of the three branches of the FRQ.

Demonstrate how domains under at least two of the three FRQ branches (FRQS-Health | FRQSC-Society & Culture | FRQNT-Nature &Technologies) are represented in an integrated way through 1) the composition of the bilateral research team, and 2) the design and development of the project. Explain how mutual interactive input is necessary from specialists from domains covered by at least two out of three FRQ branches to address the research question(s) under investigation in an integrated way, as well as how all of the domains involved will benefit from and mutually influence each other. For more information, see Guidelines for Applicants and Scoring Grid which can be found on the programme specific webpage.

0 / 3500

Select up to five scientific disciplines that best characterize the proposed research.

Minimum amount of entries: 1.
Maximum amount of entries: 5.

+ Add

Discipline ↑↓
Please add an item

Enter up to three free-text keywords or concepts that best characterize the proposed research.

These keywords allow reviewers to quickly understand the broad scope of your proposal.

Minimum amount of entries: 1.
Maximum amount of entries: 3.

+ Add

Keyword ↑↓
Please add an item

EXTERNAL PEER REVIEW

You may request to exclude up to three experts from the evaluation of your proposal as an external reviewer.

Suggestions for exclusion need to be motivated.

Please click 'Add' to provide the necessary data about each of these experts.

Please list a maximum of 3 experts not suitable as referee. *(optional)*

Maximum amount of entries: 3.

+ Add

First name ↑↓	Last name ↑↓	Institution ↑↓	Conflict of interest ↑↓	Content other purposes ↑↓
Please add an item				

Ethics

FWO Ethics Table

The table below lists questions about possible ethical aspects in research proposals. Please go through the main table and tick 'YES' for aspect(s) relevant to your proposal. Then **answer any related sub-questions by clicking on the appropriate ethical topic** that becomes listed under 'Ethical Issues'. You can return to the main table by clicking on 'Ethical issues'.

If you mark a 'yes' for the question, it follows that:

- **For the questions marked with *:** the applicant is legally or on the basis of institutional regulations obliged to ask for an ethical approval at the competent ethics committee of the host institution. Please do take into account that even when there is no obligation with regard to the research itself, for the publication of the results an approval may still be necessary and that no retroactive ethics committee approvals are provided.

  If you have answered questions with an * positively, you must submit an ethics approval request with detailed documentation on e.g. study methodology, procedures, informed consent form, insurance, etc to the ethics committee **as soon as your application has been approved for funding.** Study-specific procedures cannot begin until this ethics approval has been formally given. Only if the approval relates to a work package planned at a later stage of the project, and if legislation allows, the host institution may decide to authorize the researcher to obtain ethical approval at a later stage, i.e. at the latest before the initiation of the relevant part of the research. Please keep in mind that this delayed application/permission is not possible for all research institutions. Also keep in mind that the ethics advisory procedure can take some time and that therefore you should submit your proposal to the ethics committee well in time.

- **For the questions that are not marked:** Perhaps no ethics approval may be needed for your research proposal. However, please do take into account that your host research institution might have a stricter policy towards ethics approval for certain research topics and methodology. Furthermore, even when there is no obligation with regard to the research itself, for the publication of the results an ethics approval may still be necessary. At any case, the applicant will have to reflect on those issues and take, if necessary, appropriate measures. If in doubt, it is advised to contact the supporting services of your host institution.

For more information on each of the ethics issues and how to address them, check the FWO webpage on research ethics and the Guidelines on FWO's ethics checklist.

Ethical issues

Does your research involve the use of human embryos and/or human embryonic stem cells?

Yes | No

Does your research involve human participants?

Yes | No

Does your research involve the use of human cells and/or tissues?

Yes | No

Does your research involve the use of personal data?

Yes | No

Does your research involve animals?

Yes | No

Does your research involve access, benefit Sharing and/or the Nagoya Protocol?

Yes | No

Does your research involve (inter)national collaboration, exploitation and/or ethics dumping?

Yes | No

Does your research involve environment and/or health and safety?

Yes | No

Does your research involve dual use and/or military applications?

Yes | No

Does your research involve misuse, security and/or human rights?

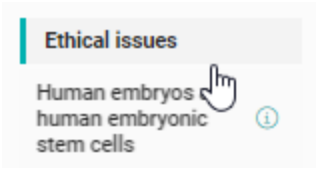
Yes | No

Does your research involve artificial intelligence?

Yes | No

Are there any other issues that should be taken into consideration?

Yes | No



Ethics approval related to these questions should always be requested before the start of the research project as a whole (as soon as your application has been approved for funding). In addition to ethics approval by your local ethics committee, research projects using human embryos also require subsequent approval by the Federal Commission for Medical and Scientific Research on embryos in vitro (FCE).

Ethical issues

Human embryos and/or human embryonic stem cells

Does your research involve the use of human embryos? *

Yes | No

Does your research involve human Embryonic Stem Cells (hESCs)? *

Yes | No

Ethical issues

Human embryos and/or human embryonic stem cells

Does your research involve the use of human embryos? *

Yes | No

Does your research involve human Embryonic Stem Cells (hESCs)? *

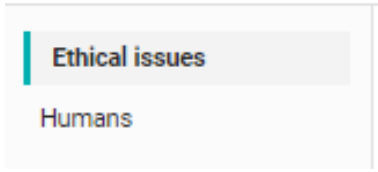
Yes | No

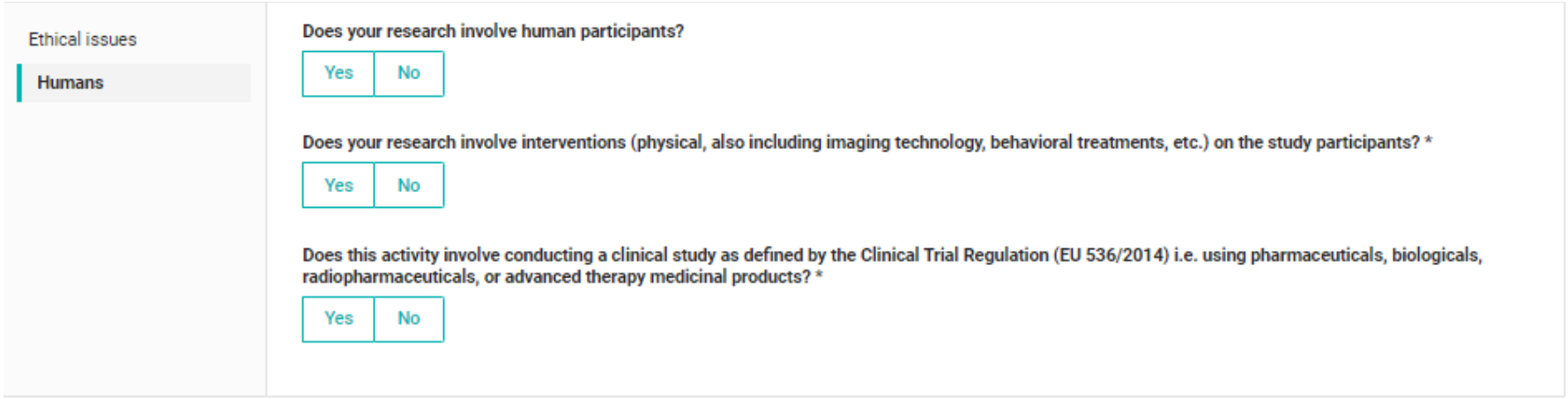
Will the hESCs be directly derived from embryos within this project?

Yes | No

Are the hESCs previously established cell lines?

Yes | No


Ethical issues
Humans


Ethical issues
Humans
Does your research involve human participants?
Yes
No
Does your research involve interventions (physical, also including imaging technology, behavioral treatments, etc.) on the study participants? *
Yes
No
Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014) i.e. using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products? *
Yes
No

Does your research involve human participants?

Yes | No

Are they volunteers for non-medical studies (e.g. social/societal or human sciences research)?

Please note that not every research involving human participants triggers the obligation to request ethical approval. However, it is important to keep in mind that the journal in which you want to publish the results of your research might ask you, nonetheless, to submit an ethical approval. For this reason, it might be advisable to request ethical approval anyway before the start of the project from the relevant ethics committee within your institution.

Yes | No

Are they persons unable to give informed consent (including children/minors)? *

Yes | No

Are they potentially vulnerable individuals or groups? *

Yes | No

Are they children/minors? *

Yes | No

Are they patients for medical/clinical studies? *

Yes | No

Are they healthy volunteers for medical/clinical studies? *

Yes | No

Does your research involve interventions (physical, also including imaging technology, behavioral treatments, etc.) on the study participants? *

Yes | No

Does it involve invasive techniques?

Yes | No

Does it involve collection of biological samples?

Yes | No

Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014) i.e. using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products? *

Yes | No

Ethical issues

Human cells/tissues

Ethical issues

Human cells/tissues

Does your research involve the use of human (including foetal) cells or tissues? *

Yes | No

Does your research involve the use of human (including foetal) cells or tissues? *

Yes | No

Does it concern human foetal tissues/cells (not covered in section 1, i.e. other than human embryonic tissue and hESCs)?

Yes | No

Are they obtained from commercial sources?

Yes | No

Do they originate from another laboratory/institution/biobank?

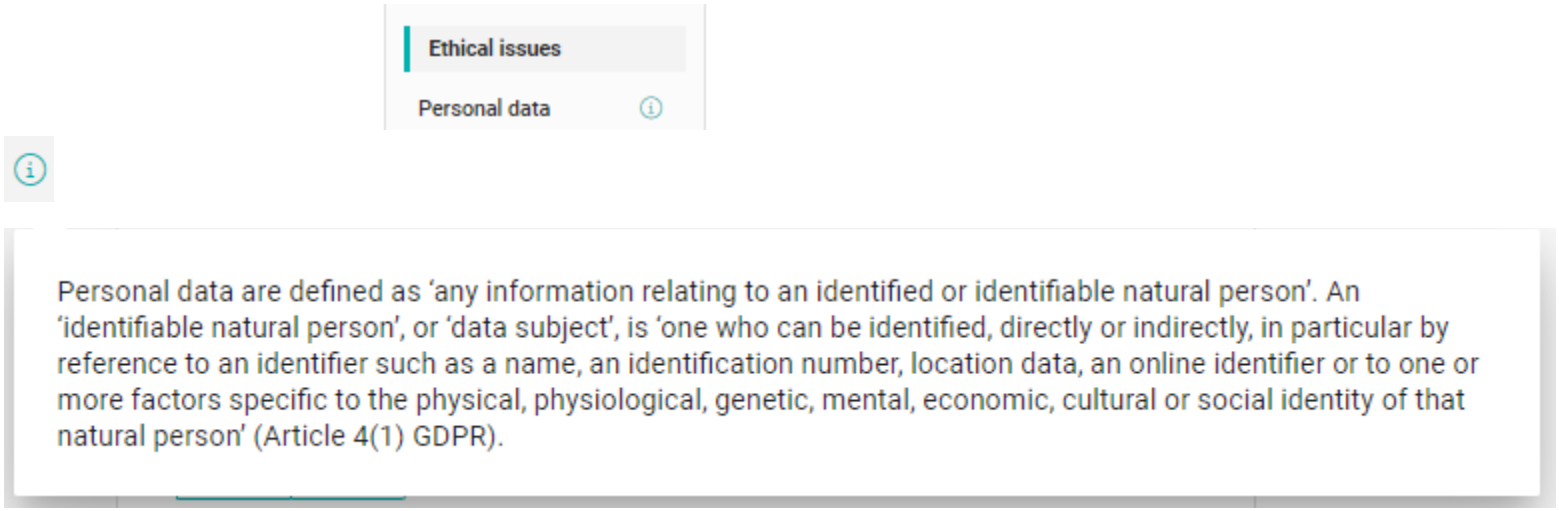
Yes | No

Were they produced or collected by you during previous research activities?

Yes | No

Are they produced or collected by you as part of this project?

Yes | No



Ethical issues

Personal data

Does your research involve collecting and/or processing of personal data?

The GDPR requires that all personal data processing activities are recorded. Please consult your host institution for the procedure to follow as soon as the project is granted.

Yes | No

Does your research involve international import or export of personal data?

Yes | No

Does your research involve collecting and/or processing of personal data?

The GDPR requires that all personal data processing activities are recorded. Please consult your host institution for the procedure to follow as soon as the project is granted.

Yes | No

Does it involve the collection and/or processing of special categories of personal data (e.g.: information on sexual orientation, ethnicity, genetic information, biometric and health data, political opinion, religion or philosophy of life)?

Yes | No

Does it involve profiling, systematic monitoring of individuals, or large-scale processing of special categories of data, or intrusive methods of data processing (such as, surveillance, geolocation tracking etc.)?

Yes | No

Does your research involve further processing of previously collected personal data (including use of pre-existing data sets or sources or merging existing data sets)?

Yes | No

Does it involves the processing of personal data related to criminal convictions or offences?

Yes | No

Does your research involve international import or export of personal data?

Yes | No

Do you plan to export personal data from the EU to non-EU countries?

Yes | No

Do you plan to import personal data from non-EU countries into the EU or allocate personal data from a non-EU country to another non-EU country?

Yes | No

Do you plan to export personal data from the EU to non-EU countries?

Yes | No

Specify the type of personal data and country/ies involved.

0 / 2500

Do you plan to import personal data from non-EU countries into the EU or allocate personal data from a non-EU country to another non-EU country?

Yes | No

Specify the type of personal data and country/ies involved.

0 / 2500

Ethical issues
Animals

Does your research involve research procedures to live non-human vertebrate animals (incl. independently feeding larval forms, foetal forms of mammals in the last trimester of their normal development) and/or cephalopods, and/or forms in earlier stages (if the experiments have consequences in later stages)? *

Yes | No

Does your research involve research procedures to live non-human vertebrate animals (incl. independently feeding larval forms, foetal forms of mammals in the last trimester of their normal development) and/or cephalopods, and/or forms in earlier stages (if the experiments have consequences in later stages)? *

Yes | No

Are they non-human primates?

If no ethical approval has been obtained for the proposed research as of yet, the ethics approval process has to be initiated prior to the project application deadline. In any case, FWO must be in the possession of the ethical approval at the time of the rebuttal, or if no rebuttal is foreseen in the procedure of the subsidy channel concerned, at the latest 1 month before the start of the evaluation panels. See Guidelines on FWO's ethics checklist for further information or contact MED@fwo.be for assistance.

Yes | No

Are they genetically modified animals?

Yes | No

Are they cloned farm animals?

Yes | No

Are they endangered species?

Yes | No

Are they non-human primates?

If no ethical approval has been obtained for the proposed research as of yet, the ethics approval process has to be initiated prior to the project application deadline. In any case, FWO must be in the possession of the ethical approval at the time of the rebuttal, or if no rebuttal is foreseen in the procedure of the subsidy channel concerned, at the latest 1 month before the start of the evaluation panels. See Guidelines on FWO's ethics checklist for further information or contact MED@fwo.be for assistance.

Yes | No

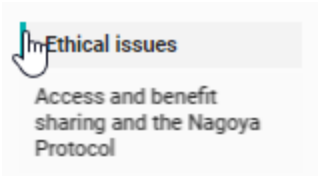
Upload the ethical approval on the intended experiments on non-human primates.

Please upload either the ethical approval for the intended experiments on non-human primates, or the acknowledgement of receipt of your request for ethical advice by the *Ethics Committee on Animal Testing*.

Allowed file extension(s): .pdf.
Maximum file size is 10 MB.

Upload

Please upload your file(s)



Ethical issues

Access and benefit sharing and the Nagoya Protocol

Does your research involve genetic resources or traditional knowledge associated with genetic resources, that are captured by the EU Regulation related to the Nagoya Protocol?

In Access and Benefit Sharing legislation, more specifically according to the EU-legislation related to the Nagoya Protocol, 'genetic resources' are defined as 'any material of plant, animal, microbial or other origin containing functional units of heredity and that is of actual or potential value', and 'traditional knowledge associated with genetic resources' means 'knowledge held by an indigenous or local community that is relevant for the utilisation of genetic resources'. Please consult http://nagoya.vlir.be for the procedure to follow as soon as the project is granted.

Yes | No

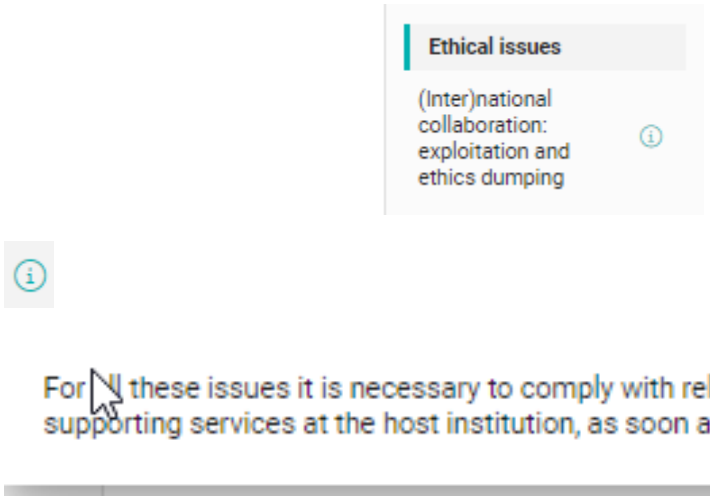
Does your research involve genetic resources or traditional knowledge associated with genetic resources, that are captured by the EU Regulation related to the Nagoya Protocol?

In Access and Benefit Sharing legislation, more specifically according to the EU-legislation related to the Nagoya Protocol, 'genetic resources' are defined as 'any material of plant, animal, microbial or other origin containing functional units of heredity and that is of actual or potential value', and 'traditional knowledge associated with genetic resources' means 'knowledge held by an indigenous or local community that is relevant for the utilisation of genetic resources'. Please consult http://nagoya.vlir.be for the procedure to follow as soon as the project is granted.

Yes | No

Specify the country/ies.

0 / 4000


Ethical issues
(Inter)national collaboration: exploitation and ethics dumping
For all these issues it is necessary to comply with relevant legislation and regulations. Please contact the supporting services at the host institution, as soon as the project is granted.
Ethical issues
(Inter)national collaboration: exploitation and ethics dumping
Will some of the research activities be conducted in non-EU countries?
Yes
No
Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?
Yes
No
Does your research involve international import or export of materials?
Yes
No

Will some of the research activities be conducted in non-EU countries?

Yes No

Name of the country/ies.

0 / 2500

Do the undertaken activities in these non-EU countries raise potential ethics issues? *

Yes No

Specify the country/ies.

0 / 2500

Could the situation in the country put the researcher and/or the individuals taking part in the research at risk?

Yes No

Specify the country/ies.

0 / 2500

Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?

Yes | No

Specify material and country/ies involved.

0 / 2500

Does your research involve international import or export of materials?

Yes | No

Do you plan to export any material to non-EU countries?

Yes | No

Specify material and country/ies involved.

0 / 2500

Do you plan to import any material from non-EU countries or transfer material in-between two non-EU countries?

Yes | No

Specify material and country/ies involved.

0 / 2500

Ethical issues

Environment, Health and Safety

Does your research involve the use of (chemical, physical, sound, ...) substances that may cause harm to the environment (water, air, soil, ...), or to animals or plants (now and/or in the future)?

Yes | No

Does your research involve the use of (chemical, physical, sound, ...) substances that may cause harm to humans, including research staff and their co-workers? (now and/or in the future)?

Yes | No

Does (part of) your research deal with endangered flora or fauna, or is it carried out within protected areas?

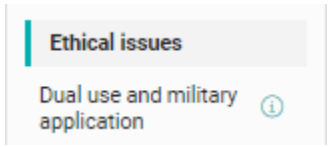
Yes | No

Do the proposed experiments make use of any parts of animals, GMOs or pathogens?

Yes | No

Does the proposed research make use of information, installations, processes or products that need to be covered by permits (ionizing radiation, radioactive substances, pharmaceutical products, drug precursors, explosives and precursors, cyanides, ozone-depleting substances, soils/animals/animal parts and by-products/plants from third countries ...)?

Yes | No



Please consult the brochure of the Flemish Interuniversity Council on the topic: https://vlir.be/publicaties/brochure-dual-use/. For these issues your host institution has to be consulted when the project is granted.

Ethical issues

Dual use and military application

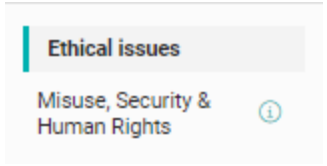
Does your research have the potential for military applications?

Yes | No

Does your research involve dual-use items9 in the sense of Regulation 2021/821 , or other items for which an authorisation is required?

'Dual-use goods' are 'goods, software and technology that are commonly used for civilian purposes, but that can have military applications, or can contribute to the production or distribution of weapons of mass destruction'.

Yes | No



Some research can generate knowledge, materials, methods or technologies that could also be used in unethical ways. Although such research is carried out with benign intentions, people with bad intentions may potentially harm humans, animals or the environment with the acquired research results.

Ethical issues

Misuse, Security & Human Rights

Does your research have the potential for misuse of research results?

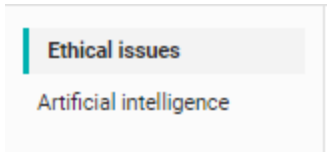
Yes | No

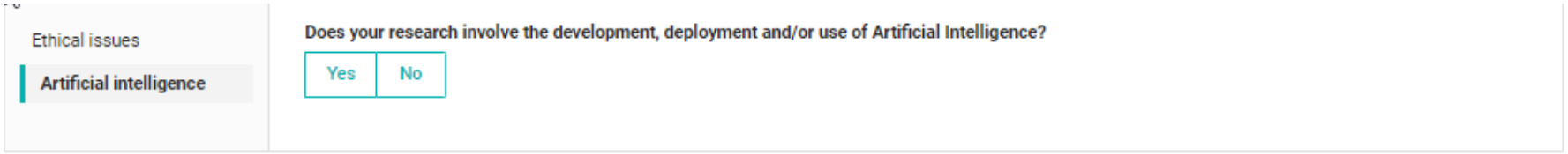
Might the activities lead to or might the chosen partners be involved in Human Rights violations?

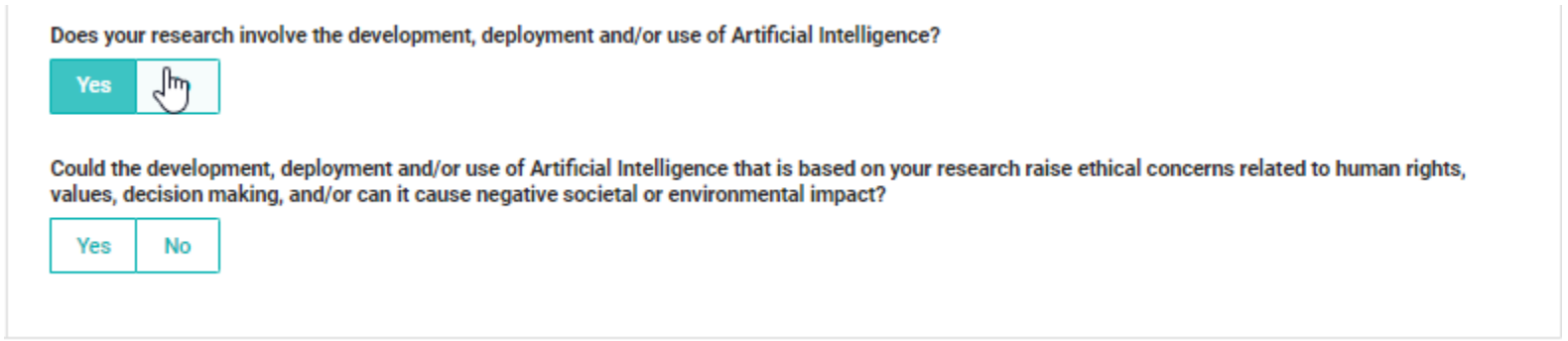
Yes | No

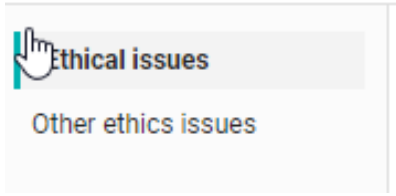
Do you take security measures to prevent misuse?

Yes | No


Ethical issues
Artificial intelligence


Ethical issues
Artificial intelligence
Does your research involve the development, deployment and/or use of Artificial Intelligence?
Yes
No


Does your research involve the development, deployment and/or use of Artificial Intelligence?
Yes
Could the development, deployment and/or use of Artificial Intelligence that is based on your research raise ethical concerns related to human rights, values, decision making, and/or can it cause negative societal or environmental impact?
Yes
No



Ethical issues

Other ethics issues

Are there any other issues that should be taken into consideration?

Your research may raise new ethical issues and concerns that are currently not (fully) covered by the Ethics Issue Table (e.g. new developments in the fields of neurobiology, man-machine interaction, developments in nanotechnology, genetic enhancement, etc.).
Please specify.

0 / 2500

Work packages *(optional)*

Give the number and description of the work packages for which you will submit an application to the relevant ethics committee(s).

+ Add

Number/description of work packages	Start date	Ethics committee category	Ethics committee
Please add an item			

Add: work package

Number/description of work packages

Start date

Please specify which ethics committee(s) deal(s)/will deal with your applications.

Ethics committee category

Ethics committee

Ethical issues: Yes

☐ I hereby acknowledge that an ethical approval is required for issues marked with an asterisk (*) as far as they apply to my project proposal. I will abide by the applicable regulatory framework, law and institutional policies regarding matters, with or without asterisk (*), that apply to my proposal. If an ethical approval is required, I will ensure to obtain this approval from the competent ethics committee of my host institution, at the latest before starting with the ethically sensitive activities.

Ethical issues: No

☐ I confirm that I have read all questions above and that there are no ethical issues concerning my research proposal.

Data management plan

Data management is an integral part of sound scientific research. It covers the description of data and metadata, their storage and long-term preservation, the designation of responsible persons, the handling of highly sensitive data, and the open access to and sharing of research data.

The FWO has made data management a key element of its policy for all support channels provided by the FWO. The FWO expects researchers to pay due attention to this dimension before, during and for at least five years after their research.

For background information on data management and the procedures regarding the Data Management Plan (DMP), which FWO expects from its applicants when applying for research funding, please see our website.

Please note that the answers to the questions below and the Data Management Plan should cover the full project, including all (inter)national partners involved in cross-institutional projects.

Describe the datatypes (surveys, sequences, manuscripts, objects ...) you will collect and/or generate and/or (re)use during your research project.

0 / 700

Specify in which way the following provisions are in place in order to preserve the data during and at least 5 years after the end of the research.

Motivate your answer.

- Designation of responsible person (If already designated, please fill in their name.)
- Storage capacity/repository
  - during the research
  - after the research

0 / 700

What is the reason why you wish to deviate from the principle of preservation of data and of the minimum preservation term of 5 years?

0 / 700

Are there issues concerning research data indicated in the ethics questionnaire of this application form? Which specific security measures do those data require? *(optional)*

0 / 700

Which other issues related to the data management are relevant to mention?

0 / 700

Consent

DECLARATION BY THE APPLICANT

General

In completing this application, the applicant confirms that to the best of their knowledge and belief, the information in this application is complete and correct.

The applicant will inform FWO immediately if the intended project cannot be carried out as foreseen or if a major change occurs that may hinder the planned implementation of the project.

The applicant declares that they have read and agree with the FWO regulations that form an integral part of the application documents published on the FWO website and that form the legal basis of the future contract. Furthermore, they take note that the FWO is committed to the principles of the European Charter for Researchers and the Code of Conduct for their Recruitment.

The applicant agrees that the data required for the application and follow-up are electronically stored and used by the FWO. The FWO will use the data provided by the applicant according to the legal requirements of data protection in Belgium, including the use of the anonymized data for statistical purposes and reports. As soon as the FWO has processed your application, you will receive a notification message. The FWO respects the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) in regards to the processing of your personal data. For more information concerning the privacy policy of the FWO, we redirect you to our website: http://www.fwo.be/en/the-fwo/organisation/processing-personal-data-privacy/.

The applicant agrees that the FWO will forward the full application form including their personal data to the members of the FWO expert panels and to experts involved in the evaluation of their proposal in Flanders and abroad (EU and outside EU) and to a partner organization, if there is any. The panel members and experts must declare in advance that they will treat data confidentially and that they will not forward the data or the knowledge gained to anyone nor use it for their own purpose. FWO will take the necessary safety measures to assure this data transfer to the aforementioned organizations or persons will take place in a secure and correct way. More information and details, if available, are published on the FWO website.

Furthermore, the applicant agrees that the following information may be included in lists published by the FWO: title/abstract; full name of the beneficiaries/supervisors; host institution(s); scientific domains/disciplines/key words; start date and end date, allocated funding of the project.

The applicant declares that all information provided in the personal data section of the FWO E-portal is accurate and up-to-date.

Research Integrity

The FWO watches over the scientific integrity from the moment research funding is applied for until the execution of the research and the publication of the research results. Therefore, researchers benefiting from FWO support as well as their host institutions, (co-)supervisors and other collaborators involved in FWO research are required to adhere to the scientific integrity at all times.

To this end, elementary rules of behaviour have been laid down in the Ethical Code for scientific research in Belgium and the European Code of Conduct for Research Integrity. Both documents are included in the call for research proposals. The FWO assumes that each researcher has acknowledged these codes from the moment the application is submitted and undertakes to comply with their provisions in all stages of the proposed research. This also applies to their host institutions, (co-)supervisors and collaborators involved in FWO research, for whom the applicant bears partial responsibility.

If there is any doubt about the applicability or implementation of a provision, the host institution and/or the researcher responsible for the project at hand will contact the FWO administration in order to clarify or make concrete arrangements about the relevant provision.

☐ **I agree**

Submit Application