

## ***RULES AND REGULATIONS***

### ***EQUIPMENT (EQP - ÉQUIPEMENT)***

### ***CREDITS AND PROJECTS CALL 2025***

### ***ADOPTED BY***

### ***THE F.R.S.-FNRS BOARD OF TRUSTEES***

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## CHAPTER I: SCOPE

### Article 1

The rules and regulations hereinafter are only applicable to Equipment instrument (EQP) enabling the funding of research programmes within the framework of the Credits and Projects Call of the Fund for Scientific Research - FNRS<sup>1</sup> (F.R.S.-FNRS).

Instrument	Duration	Characteristics	Co-promoter participation
EQP	2 years	Single or Multi-university	Yes

**Main promoter:** Researcher responsible for the submission of the application. They can ask for budget related to the tasks of which they will be in charge during the accomplishment of the project.

**Co-promoter:** Researcher who takes part in the preparation of the application and in the accomplishment of the project in case of granting. As such, they can ask for a budget related to the tasks they will be in charge of.

### Article 2

The research programme may be conducted in one or several universities of the French-speaking Community of Belgium listed in [Appendix 1](#).

### 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.

## CHAPTER II: APPLICATION

### II- A.: ELIGIBILITY CRITERIA

#### Article 4

The main promoter-applicant of an EQP must be:

- Either a Research Associate (CQ), a Senior Research Associate (MR) or a Research Director (DR)<sup>2</sup> of the F.R.S.-FNRS who genuinely carries out the fellowship at the latest by 15<sup>th</sup> November of the year when submitting the application.
- Or a researcher-promoter of an ongoing Ulysse Incentive Grant for Mobility in Scientific Research (MISU) who genuinely carries out the fellowship at the latest by 15<sup>th</sup> November of the year when submitting the application.

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<sup>1</sup> The Fund for Scientific Research - FNRS shall be understood as the F.R.S.-FNRS and its Associated Funds.

<sup>2</sup> Chercheuse qualifiée / Chercheur qualifié - Research Associate (CQ), Maître de recherches - Senior Research Associate (MR) or Directrice de recherches / Directeur de recherches - Research Director (DR).

➤ Or a researcher appointed in a university of the French-speaking community of Belgium (CFB) listed in [Appendix 1](#) and must meet the following conditions altogether:

- Be permanently<sup>3</sup> appointed to an academic or scientific position or on probation in that university.
- This appointment must have a final and conclusive assent from the competent body to legitimize this appointment in accordance with the Law or the university regulations at the latest by 15<sup>th</sup> November of the year when submitting the application.
- This academic or scientific position must be effective at the latest by 15<sup>th</sup> November of the year when submitting the application.

If the main promoter-applicant who is appointed permanently accesses the legal age of retirement / becomes professor emeritus after the validation deadline set 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 prior approval by the Head of institution where the research will be carried out.

The main promoter-applicant permanently appointed who will access the legal age of retirement / become professor emeritus by the validation deadline set for the academic authorities (rectors) is not eligible.

#### Article 5

The **Single or Multi-university EQP** provides for the participation of co-promoters.

All co-promoter applicants involved in a **Single or a Multi-university EQP** shall meet the eligibility criteria as referred to in article 4.

## **II- B.: CUMULATIVE RULES**

#### Article 6

Any promoter-applicant must comply with all the cumulative rules as detailed [here](#).

## **II- C.: SUBMISSION OF APPLICATION**

#### Article 7

The Credits and Projects Call is opened once a year and is published on the F.R.S.-FNRS website.

The application can be submitted in French or in English. It must only be submitted on [e-space](#), the online platform dedicated to the calls for proposals.

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<sup>4</sup>.

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<sup>3</sup> Research logisticians of rank A, as defined by the Royal Decree of 31<sup>st</sup> October 1953 fixing 'le statut des agrégés, des répétiteurs et des membres du personnel scientifique des universités de l'État', are only allowed to be co-promoter-applicant provided they hold a Ph.D.

<sup>4</sup> 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](#).

All EQP applications are submitted to a procedure including successive electronic validations on the dates that will be indicated when the call is published.

- a. The validation by the main promoter-applicant, responsible proponent accountable to the F.R.S.-FNRS administration: it accounts as a confirmation that the application file is complete.
- b. The validation by co-promoter-applicants (if any): it accounts as an electronic signature.
- c. The validation by the research administration (or Board of Education) of the university of the French-speaking community of Belgium to which (co-)promoter-applicants are related – the Authority to which the application file is transferred following the validation by the (co-)promoter-applicants. That authority may accept or refuse the application. The validation deadline set for the rectors puts a final end to the call for proposals.

Applications that have not been validated within the time-frame of the call cannot be taken into account.

**No further change or modification** can be made in the proposal after the validation deadline set for the main promoter-applicant.

The validation dates are available in the mini-guide.

## CHAPTER III: NATURE AND DURATION OF THE FUNDING

### III- A: ELIGIBLE AND NON-ELIGIBLE EXPENSES

#### Article 8

As part of the EQP, the allocated fund can cover 2 types of expenses:

- Operating
- Equipment

#### Article 9

The F.R.S.-FNRS policy on the eligibility of costs is set out in the [Practical Guide to Costs](#).

Within the framework of the EQP, the F.R.S.-FNRS only reimburses eligible expenses in accordance with the provisions set out in this guide, apart from the provisions set out in Articles 10 which derogate therefrom.

#### Article 10

Operating credit can only be used to cover operation and maintenance costs of the equipment.

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

## **III- B:     FUNDING CHARACTERISTICS AND PROVISIONS**

### Article 11

The EQP is applicable for 2 years.

The EQP starting date is set for the 1<sup>st</sup> January following the allocation decision and the ending date for the 31<sup>st</sup> December.

### Article 12

An EQP application enables to apply for a minimum and maximum total budget:

<b>2 years</b>	30.000 € - 300.000 €
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Any equipment whose VAT-included cost is above € 300,000- must be requested under the “Infrastructure & Large Equipment” Call.

## **CHAPTER IV: EXAMINATION OF APPLICATIONS**

### Article 13

Criteria that will be taken into account for the evaluation of EQP applications are the following:

CRITERIA
Quality of the (co-)promoters: <ul style="list-style-type: none"><li>➤ CV and publications</li><li>➤ International recognition</li><li>➤ Main research achievements</li><li>➤ Open Science practices (optional)<sup>5</sup></li></ul>
Quality of the research programme: <ul style="list-style-type: none"><li>➤ Feasibility</li><li>➤ Methodology and relevance</li><li>➤ Originality</li><li>➤ Collaborations</li></ul>

The adequacy of the requested budget with regard to the submitted research programme will also be evaluated. The Scientific Commission may reduce the requested budget up to a maximum of 15%. If the adequacy between the research programme and the requested budget is not justified and appears to require a reduction of more than 15%, the research programme will not be deemed fundable.

### Article 14

The decision-making body of the F.R.S.-FNRS allocates funds according to the budget that is available. It decides on the granting or rejection, and where provided for, on the amounts to be granted.

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<sup>5</sup> It should be noted that Open Science practices constitute a key element adding value to the application file, but is not an evaluation criterion per se.

## CHAPTER V: FINANCIAL PROVISIONS

### Article 15

Grants awarded to (co-)promoters include the following categories: operating costs and equipment costs.

Transfers of funds between categories and changes within a category or changes to personnel hiring periods are allowed.

Any change to planned expenses must be notified on [e-space](#).

### Article 16

The grants can be used for the duration of the granting.

The unspent amount will be recovered by the F.R.S.-FNRS.

### Article 17

Grants at the disposal of the (co-)promoters are managed by the financial department of the host university to which they are attached.

The financial department of the host university shall send the supporting documents to the F.R.S.-FNRS as soon as possible.

The supporting documents must be sent before 1<sup>st</sup> March directly following the deadline to use the concerned budget.

## CHAPTER VI: MISCELLANEOUS PROVISIONS

### Article 18

Any device acquired with a credit from the F.R.S.-FNRS becomes the property of the host university 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 university.

This institution commits, however, to putting the mentioned device at the disposal of the researchers involved for the time needed in order to conduct the research, which led to its purchase in the first place. In addition, the host university commits not to alienating or lending the equipment without the prior written approval of the F.R.S.-FNRS.

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

### Article 19

Grants are exclusively allocated for the execution of the research programme approved by the F.R.S.-FNRS. (Co-)Promoters are required to use them solely for that purpose. Any fundamental change in the research programme must obtain the prior written approval of the F.R.S.-FNRS.

## CHAPTER VII: RIGHTS AND OBLIGATIONS

### Article 20

Any funded research programme must comply with the legal provisions in force regarding ethics.

### Article 21

(Co-)Promoters must submit to the rules imposed by the academic authority of the host university where they work and observe its regulations. In addition, regarding the F.R.S.-FNRS, they must adhere to the regulation on property, protection and promotion of the results from the research carried out within the institution.

### Article 22

Three months after the end of the funding scheme, a request for a final report is sent to the main promoter.

This final report must be uploaded on [e-space](#) within two months following the request.

### Article 23

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 through the instruments of the Credits and Projects Call 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° [ID number]”*“.



## APPENDIX 1

Relevant institutions giving access to the funding of the F.R.S.-FNRS

EQP Instrument

Credits and Projects Call

**Instrument Équipement / Equipment**

(SINGLE AND MULTI-UNIVERSITY EQP)

<b>Candidat e promoteur rice principal e et candidat e co-promoteur rice d'une université CFB / Main promoter-applicant and co-promoter-applicant of a CFB university</b>	<p>➤ <b>Universités de la Communauté française de Belgique (CFB)</b> <b>Universities of the French-speaking Community of Belgium (CFB)</b></p> <p>Université catholique de Louvain (UCLouvain) Université libre de Bruxelles (ULB) Université de Liège (ULiège) Université de Mons (UMons) Université de Namur (UNamur)</p>
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