

Check- list for the eligibility of the application

The Belgian Federal Science Policy will verify that each application meets all the eligibility criteria described in the [information note](#). Applicants of ineligible proposals will be informed. The eligibility of an application is checked by means of the information supplied in the [official application form](#). This check-list is intended to help to fill out the application form. Please note that a [FAQ](#) is also available.

List of criteria

For any introduced application, the following criteria will be checked. Only those meeting ALL criteria will be assessed by a jury of independent experts.

- | | |
|--|--------------------------|
| ➤ The application file contains the required signatures and a photograph of the candidate. | <input type="checkbox"/> |
| ➤ An electronic version of the application form was sent to bernard.delhausse@belspo.be . | <input type="checkbox"/> |
| ➤ Two letters of recommendation were sent to the Belgian Federal Science Policy | <input type="checkbox"/> |
| ➤ The research project (Q.19) is annexed to the form. | <input type="checkbox"/> |
| ➤ If necessary, the required ethical documents were enclosed with the application. (Q.25) | <input type="checkbox"/> |
| ➤ At the time of the application, the researcher is affiliated to an institution in an eligible country (Q.10). | <input type="checkbox"/> |
| ➤ The researcher holds a Ph.D. at the entry date (Q.8). | <input type="checkbox"/> |
| ➤ The candidate has the nationality of an eligible country (Q.6). | <input type="checkbox"/> |
| ➤ The researcher is under the age limit of 50 (Q.5). | <input type="checkbox"/> |
| ➤ Project leader (Q.17.a) is in charge of an on-going BELSPO project or belongs to a Federal Scientific Institution. | <input type="checkbox"/> |
| ➤ Explanations on (not) taking the Gender issue into account in the research content of the proposal are given (Q.22). | <input type="checkbox"/> |
| ➤ The proposal involves prospects for further cooperation between the two research units involved (Q.28). | <input type="checkbox"/> |
| ➤ The proposal involves explanations on how knowledge will be transferred between the two research units (Q.29). | <input type="checkbox"/> |
| ➤ The duration of the research project is between 6 and 18 months (Q.30). | <input type="checkbox"/> |
| ➤ Start date is between January 1st, 2016 and December 31st, 2016 (Q.30). | <input type="checkbox"/> |
| ➤ If the stay is divided in two sub-periods, explanations are given in Q.31. | <input type="checkbox"/> |
| ➤ The application file was introduced by May 31st, 2015 at 5:00 PM. | <input type="checkbox"/> |

Please note that satisfying the eligibility criteria does not guarantee that the application is funded. Only the jury of experts is authorized to pronounce on the funding of the application. Please contact bernard.delhausse@belspo.be for any other question/clarification regarding the application procedure.