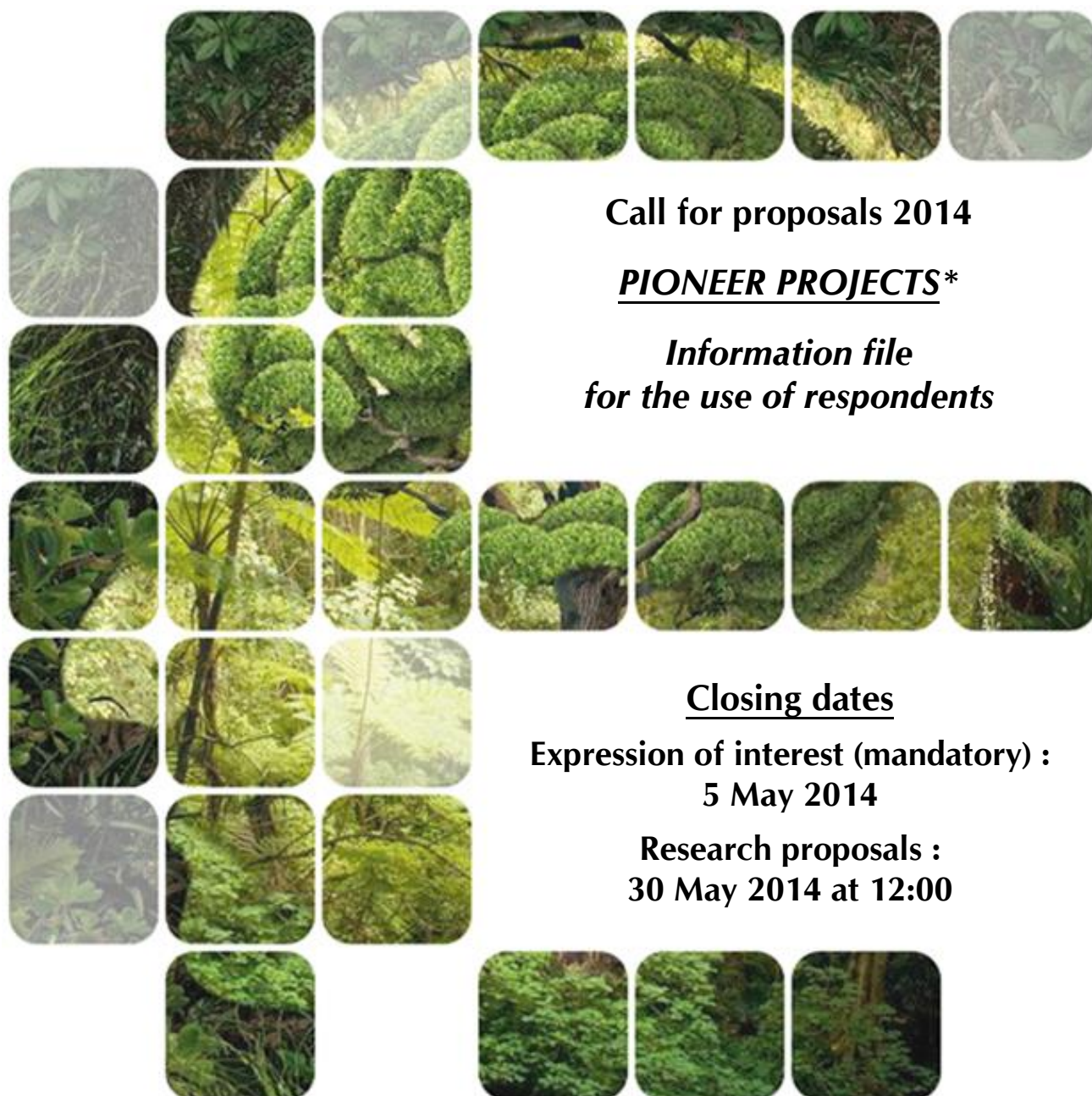


# BRAIN-be

BELGIAN RESEARCH ACTION THROUGH INTERDISCIPLINARY NETWORKS



**Call for proposals 2014**

**PIONEER PROJECTS\***

***Information file  
for the use of respondents***

**Closing dates**

**Expression of interest (mandatory) :**

**5 May 2014**

**Research proposals :**

**30 May 2014 at 12:00**

\* To the benefit of the Federal Scientific Institutions

## CONTENU

<b>1. MULTI-YEAR FRAMEWORK PROGRAMME FOR RESEARCH - BRAIN-BE</b> .....	<b>3</b>
CALENDAR OF THE CALLS .....	4
<b>2. THEMATIC AXIS</b> .....	<b>5</b>
THEMATIC AREA 1 - ECOSYSTEMS, BIODIVERSITY AND EVOLUTION .....	5
THEMATIC AREA 2 - GEOSYSTEMS, UNIVERS AND CLIMATE.....	5
THEMATIC AREA 3 - CULTURAL, HISTORICAL AND SCIENTIFIC HERITAGE .....	5
THEMATIC AREA 4 - FEDERAL PUBLIC STRATEGIES .....	6
THEMATIC AREA 5 - MAJOR SOCIETAL CHALLENGES .....	6
THEMATIC AREA 6 - MANAGEMENT OF THE COLLECTIONS .....	6
<b>3. PIONEER PROJECTS</b> .....	<b>7</b>
<b>4. PROFILE OF THE PROPOSALS</b> .....	<b>8</b>
4.1 SINGLE PARTNER PROJECT, NETWORK AND COORDINATION .....	8
4.2 BUDGET OF THE CALL AND BUDGET OF A PROJECT .....	9
4.3 USE AND MANAGEMENT OF DATA .....	10
<b>5. PROCEDURES</b> .....	<b>11</b>
5.1 INFORMATION MEETING .....	11
5.2 HOW TO ANSWER THIS CALL FOR PROPOSALS? .....	11
<i>EXPRESSION OF INTEREST</i> .....	11
<i>GENERAL GUIDELINES</i> .....	11
<i>FORMS</i> .....	12
5.3 SELECTION PROCEDURE.....	12
<i>EVALUATION AND SELECTION</i> .....	12
<i>EVALUATION CRITERIA</i> .....	12
5.4 CONTRACTUAL OBLIGATIONS .....	13
<i>CONTRACT</i> .....	13
<i>EXTERNAL EVALUATIONS</i> .....	13
<i>REPORTS AND PROGRESS MEETING</i> .....	13
<i>DATA, RESULTS, INTELLECTUAL OWNERSHIP AND OPEN ACCESS</i> .....	13
<i>RESEARCH ETHICS</i> .....	14
<b>6. COMPLAINTS</b> .....	<b>14</b>
<b>7. CONTACTS</b> .....	<b>15</b>
<b>ANNEXE I: ELIGIBILITY OF PROPOSALS</b> .....	<b>16</b>
<b>ANNEXE II: LIST OF FEDERAL SCIENTIFIC INSTITUTIONS (FSI)</b> .....	<b>17</b>

## 1. MULTI-YEAR FRAMEWORK PROGRAMME FOR RESEARCH - BRAIN-be

On 5th October 2012, the Council of Ministers approved the launch of the first phase (2012-2017) of the recurrent framework programme for research, BRAIN-be (Belgian Research Action through Interdisciplinary Networks).

Through the funding of research projects based on scientific excellence and European and international anchorage, this framework programme allows the federal departments' scientific knowledge needs to be met as well as supporting the scientific potential of the Federal Scientific Institutions<sup>1</sup> (FSI).

The strategic objectives underlying the BRAIN-be programme, are as follows :

- to promote a coherent scientific policy within the FSI, and to thereby support and reinforce scientific excellence;
- to facilitate access to the scientific potential, infrastructure and collections available within the FSIs;
- to align the research potential with societal needs;
- to supply the scientific knowledge necessary for the preparation, implementation and evaluation of federal policies/strategies, particularly those related to topics involving multiple departments;
- to provide the scientific support necessary for the development of a Belgian position within various international forums for policy development;
- to develop and reach a critical mass for research on topics deemed priority areas in order to reinforce the impact of the federal research;
- to stimulate cooperation within the Belgian scientific community;
- to align with the European and international research agendas and to encourage Belgian participation in transnational and international research activities;
- to provide scientists with a framework allowing them to take up their role in scientific watch and to anticipate issues related to the priority areas of the programme;
- to promote systemic, multi/interdisciplinary and integrative approaches;
- to create added value by strengthening the complementarity and synergies between the activities of BELSPO (including contributions to the international infrastructure and organisations);
- to meet the obligations in terms of research stemming from international agreements;
- to develop interfaces with potential users of research achievements.

The framework programme is structured around six thematic areas :

1. Ecosystems, biodiversity, evolution
2. Geosystems, universe and climate
3. Cultural, historical and scientific heritage,
4. Federal public strategies
5. Major societal challenges
6. Management of collections

BRAIN-be is open to the whole Belgian scientific community: universities, high schools, public scientific institutions and non-profit research centres.

Bearing in mind the priorities of the thematic areas, the framework programme enables participation in transnational programmes, such as the ERA-NETs and the Joint Programming Initiatives (JPI). The current programmes and actions concerned are :

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<sup>1</sup> The acronym FSI covers the institutions as defined in the Royal Decree of 30 October 1996 and the Centre for Historical Research and Documentation on War and Contemporary Society (CEGES-SOMA) - see annex 2

- JPI Connecting Climate Knowledge for Europe (CLIK-EU),
- JPI More Years, Better Lives,
- JPI Healthy and Productive Seas and Oceans (Oceans),
- JPI Cultural Heritage,
- ERA-net BiodivERsA,
- ERA-net SEAS-ERA,
- ERA-net+ Heritage Plus

The framework programme is based on the financing of two types of research project :

1. four-year network projects with the possibility of two-year projects and,
2. Pioneer projects lasting a maximum of two years.

Each year, a call for proposals is launched for these two types of research project. This information file concerns the call related to Pioneer projects.

BRAIN-be is implemented under the responsibility of the Belgian Science Policy Office (BELSPO), assisted by an accompanying plenary committee made up of representatives of the federal departments and the FSIs. The plenary committee has appointed six thematic committees open to all of the federal departments and FSIs, whose primary role is to identify the priorities for research to be included in the calls for network projects.

For more information about the programme and the various thematic areas, please see :

**<http://www.belspo.be/BRAIN-be>**

#### CALENDAR OF THE CALLS

The calendar and the indicative budgets for the calls for proposals are as follows:

Available budget in MEUR	2012	2013	beginning 2014	2014	2015	2016	TOTAL
Axe 1. Ecosystems, biodiversity, evolution		6,93		7,19		7,36	21,48
Axe 2. Geosystems, universe and climate	6,93		7,19		7,36		21,48
Axe 3. Cultural, historical and scientific heritage	6,93		7,19		7,36		21,48
Axe 4. Federal public strategies		5,65		5,86		5,99	17,50
Axe 5. Major societal challenges	5,65		5,86		5,99		17,50
Axe 6. Management of collections		3,66		3,80		3,89	11,35
Pioneer projects	0,94	0,94	0,98	0,98	1,00	1,00	5,84

Unlike network projects, pioneer projects concern all six thematic axis of the framework program.

## 2. THEMATIC AXIS

The note approved by the Council of Ministers describes six axis, as follows :

### THEMATIC AREA 1 - ECOSYSTEMS, BIODIVERSITY AND EVOLUTION

Thematic axis 1 is geared towards the description and comprehension of various biotic modules – soil, plants, bodies of water, atmosphere - their processes and interactions (bio/geo/chemical cycles). It is also geared towards the comprehension and prediction of the evolution of life, of the natural dynamics of ecosystems and of biodiversity as well as their reactions to the pressures of mankind and climate.

Finally, the research would provide the necessary scientific support for the management and sustainable utilization of biodiversity and ecosystems and associated policies.

This theme will allow the establishment of monitoring or surveillance if this should prove useful in the context of the research.

### THEMATIC AREA 2 - GEOSYSTEMS, UNIVERS AND CLIMATE

Axis 2 is geared towards the description and understanding of the various elements that make up planet Earth: the atmosphere, hydrosphere, cryosphere, solid earth - and their interactions. It is also geared towards the understanding and prediction of its dynamics, and its evolution as well as that of its resources (mineral and hydrogeological) as well as its reactions to the pressures of mankind and climate. This includes the study of natural hazards and those stemming from the use of resources.

It includes the understanding of the climate system and its modelling, geodesy and spatio-temporal reference systems.

It allows the study of various components of the universe and their interactions, including the study of the sun-earth interaction, solar wind, the magnetosphere and atmosphere, as well as space weather effects.

Finally, the research will contribute to the scientific support necessary for national and international policy development related to the topics addressed (particularly international agreements and conventions such as the Climate convention, the Montréal protocol, etc.).

This theme will support monitoring or surveillance activities if this proves necessary to fulfil the needs of the research.

### THEMATIC AREA 3 - CULTURAL, HISTORICAL AND SCIENTIFIC HERITAGE

The Federal State - and particularly the FSIs - acquires, conserves, restores, manages and valorises collections as well as archives that are composed of – or relate to – tangible and intangible cultural and scientific heritage, of an origin and scope that is either national or international. Through its expertise, it also contributes to the valorisation of non-federal heritage.

It is important to make the most of this heritage and the associated expertise through (inter)disciplinary research that involves putting it into context - social, artistic, historic, geographical, environmental, scientific, technical, political, archaeological, linguistic, literary, musical, economic or cultural – from a synchronic or diachronic point of view.

In particular, the research will include scientific inventories, monographic studies, work in the field, the examination of materials and techniques as well as the on-going analyses involving methods specific to the various disciplines concerned.

It will lead to the production of work acknowledged on a national and international level in the form of publications, conferences, exhibitions, etc., designed to make the knowledge and heritage available in diverse contexts within our societies.

#### THEMATIC AREA 4 - FEDERAL PUBLIC STRATEGIES

The federal government deploys its competencies by means of public policies that organise and/or regulate the life of its citizens and its own functioning. We have in mind public policies applied by the federal public services such as Foreign Affairs, the Interior, the Economy, Public Health & Environment, Social Security, Defence, Employment, and Justice... like in any modern state, the organization and monitoring of these policies relies on scientific results among other input. This thematic area aims to finance the activities and support of the competencies of the Federal Authorities, from a perspective that is historical, contemporary and prospective.

Priority will be given to issues that touch upon multiple areas of federal competency and which offer a coherent and complementary framework for the research conducted by the departments in order to minimize the fragmentation of the research.

The topics of research will be based on the strategic orientations of Belgian policy.

#### THEMATIC AREA 5 - MAJOR SOCIETAL CHALLENGES

Established to support the competences of the Federal Authorities, this thematic axis is based on major societal challenges and relates to an array of important concerns for individuals and society such as demographic changes, democracy, migration, safety, poverty, sustainable development, health and environment, globalisation, and multiculturalism.

In an increasingly globalised society, the analysis of these challenges must take the international context into account. These challenges not only concern the problems that arise and for which a response is needed, but also the opportunities that can be seized to ensure the well-being of individuals and of society in general.

The research financed within the context of axis 5, is based upon these societal challenges and takes the individual and/or society as the primary unit of analysis.

#### THEMATIC AREA 6 - MANAGEMENT OF THE COLLECTIONS

The Belgian State manages numerous collections, defined in the broadest sense as coherent gatherings of tangible or intangible elements. This concerns material or immaterial artistic and cultural, scientific and documentary data based on observation and monitoring and administrative records and other sources of information of the ESF and the public Federal authorities.

Managing these collections is understood as entailing their acquisition, conservation, restoration, maintenance and valorisation.

This thematic area deals with the financing of scientific research aimed at improving this management with the aim of supporting its exploitation, particularly in a scientific way.

These activities cover the development and/or the test of best practices of techniques and methodologies of sampling, digitization, documentation or filing, identification and conservation and access to the information.

They take place upstream of the thematic research in and of itself, their scientific exploitation forms part of other thematic areas.

### 3. PIONEER PROJECTS

Pioneer projects are particularly innovative projects, but relatively limited in terms of time and budget, and necessarily coordinated by a Federal Scientific Institution (FSI) - see 4. *Profile of the proposals*.

The pioneer projects enable the exploration of research paths that are beyond the state of the art and despite a higher risk of scientific failure give the prospect of significant impact on the more or less long term. They promote the development of highly innovative concepts, unconventional methodologies or, to some extent, unprecedented interdisciplinary collaboration, and the emergence of new research areas and activities within the FSI.

These projects are still limited by the six thematic areas of the Framework Programme, by duration, budget and the fact that they must be introduced by a FSI. Partnership with other research institutions is still possible.

Given the budget available for this call, the programme's plenary committee also set up to maximum two the number of proposals that each FSI may submit. For this reason, expressions of interest as well as research proposals must be signed by the General Director of the FSI.

## 4. PROFILE OF THE PROPOSALS

The current call concerns pioneer projects with duration of 1 to 2 years.

The projects selected within the context of the current call will start at the end of 2014.

### 4.1 SINGLE PARTNER PROJECT, NETWORK AND COORDINATION

Each project is submitted by a Federal Scientific Institute (FSI), either as a single partner project, or as a network coordinated by the FSI.

Within a network, partners must conduct complementary activities related to a common issue. All funded teams will jointly share all obligations and responsibilities during the implementation of the project. The contributions of the different network partners may differ according to the content. Accordingly, different partners may receive different shares of the total budget and devote different numbers of man-months to the research.

The call is intended for Federal Scientific Institutes and, in partnership, for Belgian university institutions, public scientific institutions and non-profit research centres.

The project may require specific expertise, which can be delivered in the form of **subcontracting**. Such subcontracting may under no circumstances amount to more than 25% of the total budget of the partner funding it.

If it would offer added value to the project and to the development of Belgian expertise, submitters may propose cooperation with **non-Belgian universities or public research institutes** (except for international institutions such as the Joint Research Centre). This participation will take place on a **co-funding** basis. The funding of non-Belgian partners by BELSPO will not, under any circumstances, amount to more than 20% of the total budget requested by the network. The non-Belgian partner is responsible for the co-funding, from other sources, for at least the same amount as that requested from BELSPO.

The programme wants to promote equality between men and women in research, therefore, the projects should take this into account in the choice of the researchers and, where relevant, by integrating the gender aspect into their research.

The promoter of a single partner project or coordinator of a network project (Federal Scientific Institution) will present the ability to synthesis and integration of research results. The specific tasks of coordination are :

- to coordinate all activities to be carried out in the framework of the project;
- to coordinate the internal meetings between the network members;
- to coordinate the production of the interim and final project reports intended for BELSPO;
- to inform BELSPO of any problems that might interfere with the correct implementation of the project;
- to coordinate the publication and dissemination of the research results;
- meetings related to the project's progress between the network and BELSPO.



## 4.2 BUDGET OF THE CALL AND BUDGET OF A PROJECT

The total available budget for this call is EUR 980.000.

The call is open to pioneer projects of 1 to 2 years. The budget of a pioneer project is limited to maximum EUR 75.000 per year (12 months).

The project budget is reserved exclusively for the project activities. The different categories of expenditure financed by BELSPO are:

**Staff:** Pre-tax wages associated with increases in the cost of living, employers' social security and statutory insurance contributions, as well as any other compensation or allowance due by law and secondary to the salary itself and tax-free scholarships. Tax-free scholarships refer to a grant subject to a tax exemption under the tax laws. BELSPO prefers staff to be hired under a labour contract.

**At least 60% of the total proposal's budget has to be devoted to staff.**

**General operating costs:** this includes all current expenditures related to the project's implementation such as usual supplies and products for the laboratory, workshop and office, documentation, travel and accommodation, use of IT facilities, software, etc. The total amount of these operational costs is set at a flat rate of 10% maximum of the staff budget for the other partners.

**Specific operating costs (invoices will be required):** this includes all specific operating costs directly linked to the execution of the project such as costs for analysis, organisation of workshops, maintenance and repair of specific equipment purchased by the project, surveys, etc.

**Equipment (only for the Belgian partners):** Purchase and installation of scientific and technical apparatus and instruments, including computer hardware. Equipment needs to be purchased in the first half of the project.

**Overheads (only for the Belgian partners):** Institutions' general overheads that cover, in one lump sum, administration, telephone, postal, maintenance, heating, lighting, electricity, rent, machine depreciation, and insurance costs. The total amount of this item may not exceed 5% of the total staff and operating costs.

**Subcontracting (only for the Belgian partners):** Expenses incurred by a third party to carry out tasks or provide services that require special scientific or technical competences outside the institution's normal area of activity. The amount may not exceed 25% of the total budget allocated to the Belgian partner concerned.

The requested budget to BELSPO for **foreign partners** may not exceed 20% of the total proposal's budget and only covers staff and operating costs (general and specific).

In addition to the financing of the project, BELSPO will cover the actual expenses for taking part in field work campaigns in Antarctica. Expenses which are reimbursed by the State within the context of these campaigns cover: (i) travel and living expenses and (ii) transportation and insurance of scientific equipment. All other costs should be included in the overall project budget.

### 4.3 USE AND MANAGEMENT OF DATA

Concerning the use of existing data or the collection of new data, proposal submitters should take the following guidelines into account:

- Whenever possible, the partners should make use of existing (administrative or non-administrative) databases to meet the needs of their research. For this, they must check beforehand whether the data are accessible, at what cost, and how much time it will take to acquire the data. If, after the start of the research, it appears that due to partner negligence or insufficient knowledge of the field, the data files will not be available in time, this may constitute a reason for BELSPO to cancel the contract.
- If the proposal requires collecting new data (e.g. via a survey), the team must justify with clear and convincing arguments - referring to the research objectives - its choice of methodology, referring to the objectives of the study and specifying why this particular form of data collection is required and preferable to other approaches. This means the proposers must provide sound argumentation in support of the chosen methodology and highlight its added value in comparison to existing databases. In addition, the partners must provide the budget required for this data collection.
- As the data collected within the framework of the proposed research must be available to other users for other purposes, the proposal must clearly indicate when and in what format the data are made accessible, specifying which categories of users are likely to benefit from access to the data.
- If the project needs earth observation data, the Space Research and Applications Service can provide them on the basis of a justified request (see <http://eo.belspo.be>)

## 5. PROCEDURES

This paragraph describes the procedures for submitting a proposal, the project selection procedures, and the principal contractual obligations applying to selected projects.

### 5.1 INFORMATION MEETING

An information and networking meeting will be organised on 4 April 2014 at BELSPO, avenue Louise - Louizalaan 231, 1050 Brussels. To participate, please register beforehand on the website:

**<http://www.belspo.be/BRAIN-be>**

### 5.2 HOW TO ANSWER THIS CALL FOR PROPOSALS?

The submission takes place in two steps, first by filing an expression of interest and then by filing and sending a research proposal.

#### EXPRESSION OF INTEREST

The expressions of interest will be used by BELSPO only in order to seek foreign experts for the evaluation of the research proposals.

Interested parties are asked to **only** use the form available on the BELSPO website:

**<http://www.belspo.be/>**

Expressions of interest are submitted in English and sent **in electronic form** (MS Word and signed copy in .pdf format) to the following address:

**[BRAIN\\_call2014@belspo.be](mailto:BRAIN_call2014@belspo.be)**

The expression of interest must reach BELSPO no later than:

**5 May 2014**

**BELSPO will disregard expressions of interest submitted after the closing date.**

A receipt will be sent by e-mail to the coordinator.

#### GENERAL GUIDELINES

The submitter is asked to use **only** the forms that are downloadable from the BELSPO's website. Only the research proposals that fulfil all the eligibility criteria will be considered (see annex 1).

**No annexes** to the submission file will be taken into consideration during the evaluation and selection procedure.

The proposal must be sent in English and only electronically (MS Word and signed copy in .pdf format) to the following address:

**[BRAIN\\_call2014@belspo.be](mailto:BRAIN_call2014@belspo.be)**

The original signed documents must be kept and could be requested during the procedure.

The proposal must reach BELSPO no later than:

**30 May 2014 at 12:00**

**BELSPO will disregard proposals submitted after the above-mentioned closing date and time.**

A receipt will be sent by email to the coordinator the latest by:

**6 June 2014**

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## FORMS

Each proposal form includes four separate sections.

Section 1 - Administrative data

Section 2 - Technical, scientific, organisational and financial description of the proposal

Section 3 - Qualification and experience of the participants

Section 4 - Experts

The forms can be obtained from the BELSPO website at the following address:

**<http://www.belspo.be>**

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## 5.3 SELECTION PROCEDURE

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### EVALUATION AND SELECTION

The selection process of the research proposals is done in two steps: a scientific evaluation, followed by a strategic choice. The scientific evaluation is conducted by foreign experts. The selection decision is made by the Minister of Science Policy among the highest ranked proposals on the basis of the strategic advice of the programme's plenary committee.

Submitters could be asked to present and defend their proposal in front of a panel of foreign experts.

The panel will meet in the offices of BELSPO, avenue Louise 231 in Brussels, in September 2014 (date to be confirmed). Precise directives will be provided to submitters at least 3 weeks in advance.

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### EVALUATION CRITERIA

The general evaluation criteria to be taken into consideration by the experts are the following:

***Compliance with the aims of the programme and, in particular, the concept of pioneer project***

***Degree of innovation***

Scientific originality of the proposed approach, innovative nature of outcomes for the FSI, risk-taking;

***Potentially important return for science and/or the society in general***

Use or potential integration of project results by the scientific community and/or the society in general on the more or less long-term;

***Quality of the presentation of the proposal***

Presentation of the objectives, issues, methodological approaches and responses to the experts' questions;

### **Scientific likelihood**

Coherence between the objectives of the project, the proposed approach, the implementation...

## 5.4 CONTRACTUAL OBLIGATIONS

### CONTRACT

For the proposals selected, a contract is drawn up between BELSPO and the funded research institutions.

For this purpose, the submitters of the proposal will be asked at the end of the evaluation and selection procedure to concisely formulate the specifications on the basis of which the contract is to be drawn up. This **technical annex** to the contract will be drawn up in consultation with BELSPO and will take into account the recommendations formulated by the foreign experts and the Programme Committee. Adaptations to the original proposal may relate to the content of the research, the composition of the network, the budget, the proposals for valorising the research, etc.

BELSPO grants the selected projects the **funds** required for their implementation. BELSPO shall reimburse at most, and up to the amount specified in the granted budget, the actual costs proven by the promoter(s) providing these costs are directly related to the implementation of the project.

### EXTERNAL EVALUATIONS

All research projects are subject to one or more external evaluations. These evaluations, conducted by foreign experts, concern the project's scientific quality (methodology and interim results) and strategic impact, in the light of its initial objectives.

### REPORTS AND PROGRESS MEETING

The contract will define the various reports to be submitted to BELSPO (a scientific report per year and an administrative report per promoter per year). These reports are to be included in the project work plan and the cost of preparing them (including translations) must be covered by the project budget. As well as the reports, meetings on the project's progress will be organised between the promoter(s) and BELSPO (one meeting a year).

### DATA, RESULTS, INTELLECTUAL OWNERSHIP AND OPEN ACCESS

Foreground shall be the property of the institution carrying out the work generating this foreground, as mentioned in article 11 of the general conditions of the contract (annex 2). As regards existing information and data, ownership remains the same.

Each institution shall ensure that the foreground, of which it has ownership, is disseminated as fast as possible.

Furthermore, each institution undertakes to make the foreground available in a freely accessible institutional deposit (institutional open access repository), immediately and free of charge, in order to be able to read, download, copy, print, or distribute it or to carry out a search within it.

For research areas concerning the marine environment, biodiversity and the Antarctic, researchers must bear in mind that a copy of the analysis and measurement data and/or metadata will nevertheless be transferred to specific databases such as:

- IDOD/BMDC (<http://www.mumm.ac.be/datacentre>);
- AMD (Antarctic Master Directory) (<http://gcmd.gsfc.nasa.gov/>);

- GBIF (Global Biodiversity Information Facility) (<http://www.gbif.org/>) with the possible help of the Biodiversity Platform (<http://www.biodiversity.be>).

The promoters of projects that include tasks, in which biological materials are used, must ensure the preservation of this biological material by depositing it in a culture collection (Biological Resource Centre), and preferably one in Belgium. This does not apply to material that promoters can prove has already been deposited in a culture collection or for which existing agreements (Material Transfer Agreement) do not allow it to be deposited. Biological material includes cultivable organisms such as microorganisms, viruses, plant, animal and human cells as well as the replicable parts of these organisms, such as non-modified and recombinant plasmids (including those with DNAC inserts).

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## RESEARCH ETHICS

The first code of ethics for scientific research in Belgium was drawn up in 2009 (see [http://www.belspo.be/belspo/organisation/publ/pub\\_ostc/Eth\\_code/ethcode\\_en.pdf](http://www.belspo.be/belspo/organisation/publ/pub_ostc/Eth_code/ethcode_en.pdf)).

The "Code of Ethics for Scientific Research in Belgium" is a joint initiative of the Académie Royale des Sciences, des Lettres and des Beaux-Arts de Belgique, the Académie Royale de Médecine de Belgique, the Koninklijke Vlaamse Academie van België voor Wetenschappen en Kunsten and the Koninklijke Academie voor Geneeskunde van België, with the support of the Belgian Science Policy Office.

All projects must take this code of ethics into account in their research.

## 6. COMPLAINTS

BELSPO places great importance on the quality of its service and on improving the way it operates. A special form to handle complaints has been created.

The complaint form is available at the following address:

**[http://www.belspo.be/belspo/organisation/complaints\\_fr.stm](http://www.belspo.be/belspo/organisation/complaints_fr.stm)**

Complaints submitted anonymously or which are offensive or not related to our organisation will not be processed.

A complaint is handled as follows:

- Once your complaint has been filed, a notification of receipt will be sent.
- The complaint will be forwarded to the relevant departments and individuals and will be processed within one month.
- An answer will be sent by e-mail or letter;
- The complaint will be treated with strict confidentiality.

If you are dissatisfied by the initial response to a complaint, you can always contact the Médiateur Fédéral/Federal Ombudsman, rue Ducale 43, 1000 Brussels ([contact@mediateurfederal.be](mailto:contact@mediateurfederal.be)).

## 7. CONTACTS

Further information can be obtained by contacting in preference the secretariat of the programme.

Secretariat :

**BRAIN-be@belspo.be**

02 23 83 543 (FR)

02 23 83 612 (NL)

Coordination :

Georges Jamart

Programme manager

**georges.jamart@belspo.be**

02 238 36 90

## 'BRAIN-be' Programme Call 2014 - Pioneer projects Eligibility of proposals

BELSPO ensures that proposals meet ALL the eligibility criteria listed below. Proposals that do not meet one or more eligibility criteria will not be evaluated. Coordinators of ineligible proposals will be informed by BELSPO.

### List of criteria

For all proposals submitted, the following criteria are examined.

- |  |                          |
|--|--------------------------|
| ➤ The submission was preceded by an expression of interest for the same research topic.  | <input type="checkbox"/> |
| ➤ The submission file is complete (all required forms have been completed).  | <input type="checkbox"/> |
| ➤ The submission file was submitted in electronic format (MS Word and .pdf).   | <input type="checkbox"/> |
| ➤ The submission file was submitted no later than 30 May, 2014 at 12:00  | <input type="checkbox"/> |
| ➤ The proposal concerns a project with duration of 1 to 2 year.  | <input type="checkbox"/> |
| ➤ The coordinator of the proposal is employed by a Federal Scientific Institution.   | <input type="checkbox"/> |
| ➤ The network consists of participants from universities, high schools, public scientific institutions, non-profit research centres. | <input type="checkbox"/> |
| ➤ Budgetary aspects:   |                          |
| - The budget of the proposal does not exceed EUR 75.000 per year (12 months).  | <input type="checkbox"/> |
| - At least 60% of the project budget is spent on personnel.  | <input type="checkbox"/> |
| - The budget for subcontracting does not exceed 25% of the total budget allocated to the concerned partner.                          | <input type="checkbox"/> |
| - The budget of the foreign partners does not exceed 20% of the total budget requested by the network.                               | <input type="checkbox"/> |



## ANNEXE II: LIST OF FEDERAL SCIENTIFIC INSTITUTIONS (FSI)

1. National Archives and State Archives in the Provinces (ARA-AGR)
2. Royal Library of Belgium (KBR)
3. Belgian Institute for Space Aeronomy (BIRA-IASB)
4. Royal Belgian Institute of Natural Sciences (RBINS)
5. Royal Institute for Cultural Heritage (KIK-IRPA)
6. Royal Meteorological Institute of Belgium (RMI)
7. Royal Museum for Central Africa (RMCA)
8. Royal Museums of Art and History (RMAH)
9. Royal Museums of Fine Arts of Belgium (RMFAB)
10. Royal Observatory of Belgium (ROB)
11. Scientific Institute of Public Health (IPH)
12. Veterinary and Agrochemical Research Centre (VAR)
13. National Institute of Criminalistics and Criminology (NCIC)
14. Royal Museum of the Armed Forces and Military History (MRA)
15. The Centre for Historical Research and Documentation on War and Contemporary Society (CEGES-SOMA)