

Lead Agency Procedure 2018 with Switzerland (SNSF, Swiss National Science Foundation)

Under the Lead Agency Procedure, a joint application by researchers in Switzerland and the French-speaking part of Belgium can be submitted to one of the two research funding organisations. The submission process is governed by the provisions in force at the relevant organisation.

Lead Agency proposals must have a joint research question and a joint research plan. According to the Lead Agency Agreement, the project parts carried out in the individual countries must be interdependent and complementary. The costs are calculated based on the relevant national guidelines.

The Lead Agency Procedure is not a funding scheme in its own right and the submitted proposals fall under the procedures of the Research Project (PDR - *Projet de Recherche*) instrument of the F.R.S.-FNRS. It does not have its own budget and is subject to the same provisions that govern funding for PDR's. Hence applicants may only submit a Lead Agency application if there are no thematic overlaps with applications being evaluated at the F.R.S.-FNRS or with ongoing projects.

1. INSTRUMENTS

- For the F.R.S.-FNRS, the **Research Project (PDR)** instrument is open to the Lead Agency process with the SNSF in 2018. The PDR rules and regulations¹ adopted by the Board of Trustees of the F.R.S.-FNRS on the 25th of April 2017, applicable for the Credits and Projects Call 2017, are applicable for this participation.

Each Promoter needs to comply with all the cumulation rules as detailed in the Annex 2 of the rules and regulations cited above, with the exception of the cumulation of submission, which is authorised between the PDR SNSF call 2018 and the regular PDR call in 2018. The Board of Trustees of the F.R.S.-FNRS will decide on the rules of cumulation of granting that will be put in place between the PDR SNSF 2018 and the PDR 2018 at its meeting on the 25th of April 2018.

- For the SNSF, the funding instrument open to the Lead Agency process with the F.R.S.-FNRS is [Project Funding](#). Rules and regulations for eligibility for and participation in this instrument can be found on the [website of the SNSF](#).

2. SUBMISSION IN 2018

The F.R.S.-FNRS and the SNSF have agreed to take turns as the Lead Agency on a yearly basis. In 2018, Lead Agency applications with Switzerland may only be submitted to the SNSF, regardless of whether the larger portion of the project budget is requested in Switzerland or in Belgium.

- **Deadline for submission at the SNSF: 3 April 2018 at 5 p.m.**

The application is submitted as a whole; the research plan must include a description of the overall project and the specific roles of the sub-projects conducted in different countries.

Separate budget plans must be submitted for the individual sub-projects. Please enter the budget for the Swiss part in [mySNF](#). The Belgian budget has to be entered in the [budget form](#).

- **Deadlines for parallel submission at the F.R.S.-FNRS (mandatory) in 2018:**
Main promoter: 9 April at 2 p.m., Co-promoters: 13 April at 2 p.m., Rector: 17 April at 2 p.m.

¹ With the exception of the date that determines the eligibility of the main promoter-applicant and any co-promoter. This date is fixed on the validation deadline set for the academic authorities (rectors) instead of the 15th of November of the year of submitting, as explained in the "Important remarks" under 3.1.

For administrative reasons Belgian promoter-applicants also need to submit the proposal to the F.R.S.-FNRS. In order to do so, they need to request access to a proposal on [SEMAPHORE](#) by sending an e-mail to credits-projets@frs-fnrs.be in which they stipulate the identities (name, surname, e-mail, institution) of all the promoters.

3. IMPORTANT REMARKS

3.1 Eligibility

By the validation deadline fixed for the academic authorities (rectors) to validate the application, the main promoter-applicant or co-promoter of a PDR must be:

- Either a Research Associate, a Senior Research Associate or a Research Director of the F.R.S.-FNRS and assuming the function and duties of such position.
- Or a researcher permanently appointed or on probation, but holding a position equivalent to a permanent appointment in a university of the French-speaking community of Belgium (CFB).

If the main promoter-applicant or co-promoter who is appointed permanently and accesses pension / becomes professor emeritus after the validation deadline fixed 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 the prior approval of the Head of institution where the research will be carried out.

The main promoter-applicant or co-promoter permanently appointed who will access pension / become professor emeritus by the validation deadline fixed for the academic authorities (rectors) is not eligible.

3.2 Duration and start of PDR SNSF 2018 projects

The duration of the projects is 4 years for both countries concerned.

F.R.S.-FNRS PDR's will start in January 2019. Although the Swiss partners can start within a year after the funding decision, we recommend coordinating the starting phase among the involved research groups.

3.3 Language of the proposal

If you prefer to submit your Lead Agency proposal in a language other than English, you will need to discuss this with all involved agencies in advance.

3.4 Evaluation

Please note that lead agency applications take longer to evaluate than regular projects as the process needs to be coordinated with the partner organisation.

TOOLS AND RESOURCES:

- If you have any questions on the Lead agency process, please contact credits-projets@frs-fnrs.be
- [Lead Agency process with the Wallonia-Brussels Federation \(French-speaking Belgium\) \(SNSF website\)](#)
- [Budget form \(excel\)](#)
- [F.R.S.-FNRS PDR rules and regulations](#)