

RULES AND REGULATIONS

WEAVE

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 the WEAVE instrument enabling the funding of international research programmes (personnel, equipment, operating costs) within the framework of calls for projects organized by partner agencies of the Fonds de la Recherche Scientifique - FNRS (F.R.S.-FNRS) within the Weave initiative.¹

| Instrument | Duration | Type |
|------------|------------------------------|---|
| WEAVE | 2, 3 ou 4 years ² | Mono-promotion The WEAVE project includes one promoter from one institution from the CFB |
| | | Mono-institution The WEAVE project includes several (co-)promoters from the same institution from the CFB |
| | | Pluri-institution The WEAVE project includes several (co-)promoters from several institutions from the CFB |

Participants from the Communauté Française de Belgique (CFB)

Main promoter from the Communauté française de Belgique (CFB): 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 project.

Co-promoter from the CFB: 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 which they will be in charge of.

Project contributor: Researcher who has significantly contributed to the drafting of the application and/or who has expertise useful to the execution of the project. They cannot be assigned tasks or request a budget. If awarded, at the request of the principal promoter, the F.R.S.-FNRS may issue a certificate acknowledging the contribution to the drafting of the project. The researcher concerned could then include this document in their curriculum vitae.

Participants outside CFB

¹ [List of partner agencies.](#)

² Project duration is defined by the agency responsible for the call.

Coordinator: Researcher reporting to the agency responsible for the call. They may apply to their agency for a budget related to the tasks for which they will be responsible during the execution of the project. This researcher is responsible for submitting the application to the partner agency.

Promoter outside CFB: Researcher from a partner agency other than that of the project coordinator. They may apply to their agency for a budget related to the tasks for which they will be responsible during project execution.

Article 2

The CFB part of the research programme shall be conducted in one or several institutions listed in [annex 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 to a PINT-MULTI must be:

- Either a CQ, MR, DR³ of the F.R.S.-FNRS who carries out the fellowship at the latest by the call closure.
- Or a researcher-promoter of an ongoing Ulysse Incentive Grant for Mobility in Scientific Research (MISU) who carries out said mandate no later than the deadline for validation of their candidacy by the rectoral authorities.
- Or a researcher appointed in a university of the French-speaking community of Belgium listed in [annex 1](#) and must meet the following conditions altogether:
 - Be permanently appointed⁴ to an academic or scientific position or on probation in that university or institution.
 - 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 by the validation deadline set for the academic authorities.
 - This academic or scientific position must be effective by the validation deadline set for the academic authorities.

If the main promoter-applicant who is appointed permanently accesses the legal age of retirement / becomes professor emeritus after the call has closed and before the end of the funding in case of granting,

³ Research Associate (CQ), a Senior Research Associate (MR) or a Research Director (DR)

⁴ Research logisticians of rank A, as defined by the Royal Decree of October 31, 1953 establishing the status of agrégés, répétiteurs and members of the scientific staff of state universities, may be co-promoter candidates provided they hold the academic degree of doctorate.

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 is not eligible.

The project contributor is not subjected to any eligibility rule.

Article 5

Any co-promoter applicant involved in a WEAVE must also meet the eligibility criteria as referred to in article 4 in an institution listed in [annex 1](#).

II- B.: ACCUMULATION RULES

Article 6

All (co-)promoter candidates must comply with all the accumulation rules detailed in [annex 2](#).

II- C.: SUBMISSION OF APPLICATIONS

Article 7

WEAVE Calls are opened according to the partner agencies' calendar, the dates of which are available on the [F.R.S.-FNRS website](#).

The project coordinator is responsible for submitting the application to the partner agency in the language required by that agency. Any application that has not been validated within the timeframe set by the partner agency will not be considered.

In parallel, the main promoter applicant must complete an administrative application on the call management platform [e-space](#). The deadline for submission of this application is 5 working days after the closing date set by the partner agency in charge of the call. As part of this submission, it is required to attach the proposal file submitted to the partner agency in charge of the call. Only English or French versions of these proposals will be accepted.

All WEAVE applications are subject to a procedure including successive electronic validations:

- a. The validation by the main promoter applicant, accountable to the F.R.S.-FNRS administration: it is considered as a confirmation that the application file is complete.
- b. The validation by the co-promoter-applicants (if any): it is considered as an electronic signature.
- c. The validation by the research administration (or Rectorate) of the institution 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 closes the call for proposals.

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

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

II- D.: ELIGIBILITY OF APPLICATIONS

Article 8

The F.R.S.-FNRS and each partner agency validate the eligibility of applications, according to their own criteria. If an application is declared ineligible by one of the partners, the whole application will be declared inadmissible for all partners.

CHAPTER III : NATURE AND DURATION OF THE FUNDING

III- A.: ELIGIBLE AND NON-ELIGIBLE EXPENSES

Article 9

As part of the WEAVE instrument, allocated funds can cover 3 types of:

- Personnel
- Operating
- Equipment

Article 10

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

The F.R.S.-FNRS only reimburses eligible expenses in accordance with the general provisions set out in this guide.

III- B.: FUNDING CHARACTERISTICS AND PROVISIONS

Article 11

WEAVE projects have a duration of 2, 3 or 4 years.

The start date of the project is fixed by the F.R.S.-FNRS and the agency responsible for the call. This date will be indicated on the administrative application form on e-space

Article 12

A WEAVE project allows you to apply for a minimum and maximum total budget, which depends on the type of application and the duration of the project:

| | Mono-promotion | Mono-institution | Pluri-institution |
|----------------|-----------------------|-------------------------|--------------------------|
| 2 years | 60.000 € - 170.000 € | 60.000 € - 200.000 € | 60.000 € - 245.000 € |
| 3 years | 90.000 € - 255.000 € | 90.000 € - 300.000 € | 90.000 € - 365.000 € |
| 4 years | 120.000 € - 340.000 € | 120.000 € - 400.000 € | 120.000 € - 485.000 € |

Article 13

In the particular case of a WEAVE in collaboration with a German partner (DFG), which has a standard duration of 3 years: the funding of the doctoral student may be extended for a fourth year, subject to the agreement of the F.R.S.-FNRS.

The request for extension must be submitted 6 months before the end of the project and must be accompanied by the positive opinion of the promoter and the Supervisory Panel (Thesis Advisory Committee). In this case, the final year of the thesis will be paid for by the F.R.S.-FNRS.

Article 14

Categories of personnel are detailed in the table hereafter.

| Categories | Working conditions | |
|----------------------------------|--------------------|-----------|
| | Part-time | Full-time |
| Doctoral researcher - Grant | | x |
| Doctoral Researcher – Salary | x | x |
| Postdoctoral Researcher | x | x |
| Non-doctoral Researcher – Salary | x | x |
| Technician – Salary | x | x |

The personnel are employed by the host institution.

The (co-)promoter applicant shall contact the relevant department of their host institution to assess the status of the personnel requested, their working arrangements and an estimate of their cost based on the scientific seniority.

Doctoral Researchers benefiting from a grant scheme must be hired on a full-time basis.

The duration of the employment requested must be **at least one month**. The identity of the personnel is not required when submitting a WEAVE application.

Article 15

On the date of the hiring by the host institution, Doctoral Researchers must have obtained one of the following degrees:

1. a master degree for a value of at least 120 credits awarded by a Higher Education Institution within the French-speaking Community of Belgium;
2. a master degree for a value of at least 120 credits awarded by a Higher Education Institution within the Dutch-speaking Community, German-speaking Community or from the Royal Military Academy;
3. another degree as referred to in Article 115 of the French-speaking Community of Belgium Decree of 7th November 2013 that defines the landscape of Higher Education and the academic studies organisation.

Article 16

On the date of the hiring by the host institution, Postdoctoral Researchers must have obtained a doctoral academic degree after the defence of a thesis.

Article 17

Holders of a Master's degree (or equivalent) or a Ph.D. are not eligible under the Technician category.

Holders of a Master's degree (or equivalent) are eligible for Non-doctoral Researcher category. The Non-doctoral Researcher cannot, under any circumstances, start any personal research work leading to a Ph.D. during the working hours devoted to this function.

Article 18

Teams' personnel whose remuneration costs are not charged to the WEAVE may include amongst others:

- Members of the teaching, scientific, administrative or technical personnel from the French-speaking community of Belgium universities,
- Members who benefit from a grant allocated by a Belgian or a foreign body promoting research.

No compensation can be granted to the (co-)promoters or to the above-mentioned personnel.

CHAPTER IV : EXAMINATION OF APPLICATIONS

Article 19

For WEAVE calls, evaluation is carried out by the partner agency responsible for the call.

The criteria taken into account in the evaluation of these proposals are set out in the call procedures available on the website of the agency responsible for the call. These criteria may vary slightly according to the partner agency. Nevertheless, in line with the rules defined by the Weave initiative, the main evaluation criterion for the calls is scientific excellence.

The calendar and organization of the evaluation procedure are specific to each partner agency.

Article 20

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, on the amounts to be granted.

CHAPTER V : FINANCIAL PROVISIONS

Article 21

Funding granted through the WEAVE instrument is subject to a research agreement.

This agreement shall bear the signature of the following parties:

- **The main promoter** commits to carrying out the funded research
- **The F.R.S.-FNRS** commits to allocating grants covering the personnel, operating and equipment costs, each year covered by the agreement
- **The host institution** of the French-speaking Community

In the particular case of joint research carried out by several (co-)promoters in several host institutions, each institution takes part in the agreement, which contains all the relevant provisions regarding grants management and equipment ownership.

The agreement provides for unilateral termination clauses, which must include a period of notice.

The financial participation of the F.R.S.-FNRS is limited to the global amount indicated in the agreement.

Article 22

Grants awarded to (co-)promoters include the following categories: personnel costs, 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 to the F.R.S.-FNRS.

Article 23

Scientific and technical personnel shall be recruited in accordance with the scales and regulations in force within the host institution.

Article 24

Grants can be used for up to 12 months from the end of the agreement.⁵

In the case of a WEAVE project with a German partner (DFG) involving the training of a PhD student over a 4-year period, all grants can be used for the duration of the agreement, plus a period of 24 months.

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

Article 25

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

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

For the personnel costs relevant to a given calendar year, the supporting documents must be sent before March 1st of the following year.

The supporting documents justifying operating and equipment costs must be sent before the 1st of March following the deadline to use the concerned budget.

⁵ All grant commitment periods can be found in the [Periods of use table](#).

CHAPTER VI: MISCELLANEOUS PROVISIONS

Article 26

All material acquired with a grant from the F.R.S.-FNRS becomes the property of the host institution, to which the beneficiary of the grant is attached.

The purchase of any material must be done with due respect for the provisions defined by the relevant department of the host institution.

This institution commits, however, to putting the mentioned material 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 institution commits not to alienating or lending the material without the prior written approval of the F.R.S.-FNRS.

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

Article 27

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 28

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

Article 29

(Co-)Promoters must submit to the rules imposed by the academic authority of the host institution 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 30

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 as part of the WEAVE instrument shall mention the source of this funding as follows:

- In English : *“This work was supported by the Fonds de la Recherche Scientifique - FNRS under Grant(s) n° [ID number] ”*,
- En Français : *« Ce travail a été réalisé avec le soutien financier du Fonds de la Recherche Scientifique – FNRS via la (les) bourse(s) n° [identifiant numérique] »*.

CHAPTER VIII: EX-POST INDICATORS

Article 31

The F.R.S.-FNRS collects ex-post quantitative indicators related to the funding of the granted WEAVE (e.g., number of publications, patents, dissertation and theses) as well as the publications list.

The main promoter shall communicate those data to the F.R.S.-FNRS on [e-space](#) during the entire duration of the WEAVE extended by a 2-year period.

ANNEX 1

Relevant institutions eligible to receive funding of the F.R.S.-FNRS

WEAVE Instrument

Institutions de rattachement / Attached institutions

WEAVE Instrument

(WEAVE MONO-PROMOTION AND MONO-INSTITUTION)

| | |
|---|--|
| <p>Candidat·e promoteur·rice principal·e d'une université CFB <i>/ Main promoter-applicant of a CFB university</i></p> | <ul style="list-style-type: none">• Universités de la Communauté française de Belgique (CFB) <i>Universities of the French-speaking Community of Belgium (CFB)</i> <p>Université Catholique de Louvain (UCLouvain) Université Libre de Bruxelles (ULB) Université de Liège (ULiège) Université de Mons (UMons) Université de Namur (UNamur)</p> |
|---|--|

WEAVE Instrument

(WEAVE PLURI-INSTITUTION)

| | |
|--|---|
| <p>Candidat-e promoteur-riche principal-e et candidat-e co-promoteur-riche d'une université CFB / Main promoter-applicant and co-promoter-applicant of a CFB university</p> | <ul style="list-style-type: none">• Universités de la Communauté française de Belgique (CFB) Universities of the French-speaking Community of Belgium (CFB) Université Catholique de Louvain (UCLouvain) Université Libre de Bruxelles (ULB) Université de Liège (ULiège) Université de Mons (UMons) Université de Namur (UNamur) |
| <p>Candidat-e co-promoteur-riche (de régime linguistique francophone) attaché-e à l'une de ces institutions / French speaking co-promoter-applicant attached to one of these institutions</p> | <ul style="list-style-type: none">• École royale militaire (E.R.M.)• Établissements scientifiques fédéraux State Scientific Institutions Archives de l'État (AE) Institut d'Aéronomie spatiale de Belgique (I.A.S.) Institut royal météorologique de Belgique (I.R.M.) Institut royal du Patrimoine artistique (I.R.P.A.) Institut royal des Sciences naturelles de Belgique (I.R.S.N.B.) KBR (Bibliothèque royale de Belgique) Musée royal de l'Afrique centrale (M.R.A.C.) Musées royaux d'Art et d'Histoire (M.R.A.H.) Musées royaux des Beaux-arts de Belgique (M.R.B.A.B.) Observatoire royal de Belgique (O.R.B.)• Centre d'Étude de l'énergie Nucléaire (SCK-CEN)• Centre wallon de Recherches agronomiques (CRA-W)• LABIRIS• Agence Jardin botanique Meise• Musée royal de Mariemont• Sciensano |

ANNEX 2

Accumulation rules of the WEAVE instrument

When participating in a call for proposals organized by a partner agency within the Weave initiative, all (co-)promoters are required to comply with all the cumulation rules detailed below. In addition to the eligibility rules for the instrument applied for, all promoters are required to comply with all the cumulation rules detailed [here](#).

Rule 1

A main promoter applicant or co-promoter applicant who has no current PDR or WEAVE funding may apply for the following in the same calendar year:

- 1 PDR (including or not partners from other F.R.S.-FNRS partner agencies within the Weave initiative) + 1 WEAVE

Rule 2

A main promoter (of an MIS or a PDR) or a co-promoter of a PDR in activity can apply for a WEAVE from another F.R.S.-FNRS partner agency within the Weave initiative.

Rule 3

It is not permitted to apply for a new WEAVE project while the evaluation procedures for another WEAVE project are underway.

Rule 4

A main promoter or co-promoter of a current WEAVE can apply in the same calendar year for either:

- 1 PDR (including or not partners from other F.R.S.-FNRS partner agencies within the Weave initiative),
- 1 WEAVE in a F.R.S.-FNRS partner agency, provided that the current WEAVE is in its final year.

Rule 5

In addition to the above-mentioned cumulation rules, cumulation is authorized with all other funding available through the F.R.S.-FNRS, provided that the projects are significantly different, in order to avoid any double funding.