

Fonds Wetenschappelijk Onderzoek – Vlaanderen

Research Foundation - Flanders

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To be filled in by the
investigating department
received date

number

file

What is this form?

With this form you can apply for an exchange project in the framework of an international collaboration program.

This is a generic form. Please carefully check the specific regulations on the website of the FWO (www.fwo.be) for each partner country (project duration, eligible costs, maximum budget, et cetera) before completing it.

How to submit this form?

This form has to be submitted to the FWO, at the address mentioned above. Whenever you submit a new application, please update your personal details (personalia) in the e-portal, especially your bibliography.

How does the FWO handle the data in this form?

The FWO uses your information only for processing your candidature. The data will be handled confidentially and won't be disclosed to third parties.

As soon as the FWO has processed your application, you will receive a notification message.

Details of the research

Foreign research council

1 Enter the name of the foreign research council.

.....

Details of the proposed research

2 Enter the title of the project

.....

3 Enter the duration of the project.

beginning day month year
end day month year

4 Fill in the specific scientific field of research in which you are engaged.

Select at least one, and maximally three codes of the list of disciplines, that is available at <http://www.fwo.be/media/133922/Disciplinecodes-PDF-.pdf>

discipline 1
discipline 2
discipline 3

5 Provide additional keywords if necessary.

.....

6 Give a short abstract of the proposal.

Use up to 200 words.

7 Describe past co-operation between the two parties, if applicable.

8 Fill in the financial resources for this project from other sources of funding.

Mention funding from all origins, including the industrial sector.

Details of the Flemish promotor(s) of the project

Details of the principal investigator

9 Enter the details of the principal investigator of the project.

first and surname

legal domicile address

private phone

department address

work phone

e-mail address

birthplace

date of birth day month year

nationality gender ☐ m ☐ f

civil status

10 Enter the current function of the principal investigator of the project.

institution

division or department

position

Details of other Flemish promotors

11 Enter the names and functions of the Flemish promotors.

first and surname	institution	division or department	position
.....
.....
.....
.....
.....
.....
.....

12 List the other scientific staff involved in the project.

Details of the foreign principal investigator

13 Enter the details of the foreign principal investigator of the project.

first and surname

legal domicile address

private phone

department address

work phone

e-mail address

birthplace

date of birth day month year

nationality gender ☐ m ☐ f

civil status

14 Enter the current function of the foreign principal investigator of the project.

institution

division or department

position

Budget

Travel expenses

15 Preliminary remarks

- 1 Researchers participating in an exchange funded by this project, should meet the same requirements as those who hold for travel grants in general (with respect to nationality, university degree required, and institutional affiliation).
- 2 For some agreements, FWO pays travel costs as a sending party (for researchers from Flanders going abroad) and accommodation costs as a receiving party (for foreign researchers coming to Flanders). For other agreements, each party covers the full costs of its own researchers.

Please consult our website (www.fwo.be "applications") for more details.

From a foreign country to Flanders

16 Fill in the number of missions from a foreign country to Flanders.

17 Enter details of the foreign scientists, for the first year of the project.

[illegible]

18 Enter the names and functions of the foreign scientists, for the second year of the project.

[illegible]

19 Enter the names and functions of the foreign scientists, for the third year of the project (if applicable).

first and surname	academic degree	function	estimated start date and duration	cost for FWO

21 Enter the names and functions of the Flemish scientists, for the first year of the project.

first and surname	academic degree	function	estimated start date and duration	cost for FWO

first and surname	academic degree	function	estimated start date and duration	cost for FWO

first and surname	academic degree	function	estimated start date and duration	cost for FWO

Other expenses

24 Mention the other expenses, if eligible.

type	cost

Overview

25 Overview of the budget

	travel	other expenses	total
year 1			
year 2			
year 3			
total			

External referees

26 Provide names and contact details of three potential referees.

FWO will contact referees from this list in an at random way, until at least one report is available.

The applicants are responsible for the eligibility of the proposed referees. Whenever the proposed referees do not comply with the eligibility criteria, the application will be declared ineligible.

Be aware: persons appointed to similar institutions or organizations in the country where the foreign project partner is professionally active are not eligible as referee.

For the integral regulations on internal and external peer review, see article 12 §4:

<http://www.fwo.be/en/the-fwo/organisation/fwo-expertpanels/regulations-fwo-internal-and-external-peer-review/>

first and surname	e-mail	institution	department	current occupation

27 Is there a conflict of interest with one of these referees?

28 Explain why you selected the referee(s) in question, even though he or she does not comply with the FWO regulations on external peer review.

Mandatory attachments

29 Enclose the following documents with this form:

- an abbreviated curriculum vitae of all the (co-)promotors
- a list of the publication of all the (co-)promotors over the last five years
- a description of the project, with detailed information on the following topics (maximum 2500 words):
 - 1 the scientific questions addressed by the proposal and their background
 - 2 a detailed description of the proposed hypotheses, the methodology and the work packages used to tackle these problems.
 - 3 an explanation of the added value of the international collaboration for this project
 - 4 the timeline for these work packages and motivate the requested (travel) expenses
 - 5 a sketch of the expected results and impact of the project.

Make sure that all these topics are explicitly covered in the proposal text!

30 Enclose the following documents with this form and tick them in the tick list.

- ☐ an abbreviated curriculum vitae of all the (co-)promotors
- ☐ a list of the publication of all the (co-)promotors over the last five years
- ☐ a detailed description of the project (maximum 2500 words)