EXAMPLE OF AN APPLICATION FORM:

SPECIAL PHD FELLOWSHIP
LOGIN TO E-LOKET

Applicants first have to register in order to receive a login name and password, which gives access to the web-based FWO e-portal for preparing and submitting a proposal. Go to the FWO home page (http://www.fwo.be/en/) and click on E-loket.
Login
Log in to access FWO's E-loket.

- LOG IN WITH ORCID

or

Email / username
Password

Remember Me
Forgot password?

LOG IN

No account yet? Create an account
E-LOKET PERSONALIA

Please make sure to update your personal data with each future application, especially the publications section.

Some further hints to complete your personal details:

- **General:**
  - National registration number
  - Also non-Belgian applicants with Belgian ID card
  - ORCID registration [https://orcid.org/](https://orcid.org/)
  - Scientific Disciplines: use level 4

- **Addresses**
  - *(Future)* ‘Belgian service address’
  - Legal domicile address
    - Non-Belgian domicile in EU: add TIN code (tax identification number)

- **Academic degrees & positions**
  - Correct, complete & up to date!

- **Publications**
  - Complete list as on Mar 1, 2023
  - Published or accepted for publication
You can start a new fellowship application only if at least following items in ‘Personal Details’ are completed:

- Gender
- Place of birth
- Nationality
- ORCID ID (Open Researcher and Contributor ID)

Addresses
- Domicile address (in Belgium or abroad)
- (Future) service address

no access to new application before these 7 items are completed...
After completing or editing your personal profile, you may start or proceed preparing your application. Select ‘create application’ to start a new application.

Select Application Type

- Fellowships
- Special PhD fellowship

Working title (optional)

Define a working title for your application so you can easily identify it later. This title is not a part of the application itself and can be changed later on.
APPLICATION FORM

Manual save as well as auto-save features
Enter the English title of your research proposal.

Enter the Dutch title of your research proposal.

Complete the abstract of your research proposal - English version.

Complete the abstract of your research proposal - Dutch version.
Select up to five scientific disciplines that best characterize the proposed research.
Update scientific disciplines in the discipline section of your personalia in your e-portal.

Go to the personalia page to update disciplines

1. Dental materials and equipment
2. Otology
3. Agricultural, veterinary and food sciences not elsewhere classified
4. African languages

Enter up to three free-text keywords or concepts that best characterize the proposed research.
These keywords allow reviewers to quickly understand the broad scope of your proposal.

Minimum amount of entries: 1.
Maximum amount of entries: 3.

[Add]

Keyword

Please add an item
Personal data

**Write a motivation statement.**
Elaborate on your personal motivation and research interests, as well as on how your scientific background/competences fit with the proposed research project allowing you to complete your PhD in one year. Provide a clear and substantiated overview of skills already developed, as well as of competences yet to be acquired and how they might be acquired.

**Explain any career breaks.**
Make sure your current position and previous appointments are well listed in the e-portal 'Personal details' section ('Posts / Career'). Explain possible 'gaps' in your CV in the input field below. If you have interrupted your academic career at any given point for at least three months (maternity leave, parental leave, full-time sickness leave, 'unconventional' career paths such as leave because of activities in industry or other non-academic sectors, ...), provide details about this below (reason, start/end date). This will allow the reviewers to fairly assess your career stage.

**Specify earlier mobility (research stays) in other organizations.**
Specify any type of organization in Belgium or abroad, contact person, start/end date, function/activities.

**Specify concrete mobility plans (research stays) within the FWO fellowship.**
Specify any type of organization in Belgium or abroad, contact person, start/end date, function/activities.
List any scientific awards.

Prizes and awards, (e.g. best master thesis, ...). Mention the awarding body, title, date, amount and theme.

Scientific activities, experiences and achievements

List relevant activities, experiences and achievements that may be relevant for assessing your potential to finish your PhD in one year. For mobility and awards, other dedicated input fields are available above.

- If applicable mention (up to 5) publications and other achievements. Mind, do mention for each achievement item (publications and other achievements) your share and its nature, and those of other significant partners in the workload.

For publications: list all authors, title of publication and journal name (without abbreviations) with volume, start/end page and year. Mention whether the publication was peer reviewed or not. For book publications, give all necessary bibliographic information (author(s) or editor(s), book title, publisher, place, year, number of pages).

Make sure your complete publication list is up to date in the e-portal 'Personal details' section ("Publications").

For other achievements: provide a short description, when it was undertaken and finalised and list all the relevant participants involved in it.

- List any other distinct research output that does not fit in the bibliographic publication list and that is meaningful in a broad sense with respect to this fellowship application. It may be constituted by a database, surveys, a technical diagram, software, objects (maquettes, prototypes...), any other type of activity or output you consider to be relevant. Date the output where appropriate.
- Mention any relevant, past or concretely planned, experiences (internships, presentations, collaborations...).

Upload a copy of your current employment contract or any other evidence of your current work situation.

Please attach the requested files in pdf (max. 10 MB).

Allowed file extensions: pdf.
Maximum file size is 10 MB.

Upload

Please upload your file(s)

Indicate your monthly net salary in euros.
Host institution - promotor

This part of the application form provides info on host institutions and (co-)promoters of your research. There are 3 levels where data can be filled in.

1. As an FWO PHD researcher, you must be affiliated to a main Flemish host institution*. You must refer to a (main) promotor in this institution.
   - Eligible main host institutions are: Universities in the Flemish Community.
   - Select a main Flemish host institution (Art. 4 of the FWO regulations) from the pick list, and name a main promotor. The main promotor will be invited by FWO to submit a recommendation letter. Co-promoters will receive a notification by FWO.
   - (Optional) You can name a co-promotor, affiliated to the same main host institution.

2. (Optional) In case of a collaboration with a Flemish or Federal scientific institution, where the research is carried out (Regulations Art4), the co-hosting organization and co-promotor should be named, it should be mentioned on level 2.
   - Select an organization from the pick list, and name a co-promotor. If needed you can name another co-promotor affiliated to this organization.
   - If the organization is not mentioned on the pick list, select 'other' and name the organization. FWO will consider whether this organization fulfills the requirements to act as a co-hosting institute.

3. (Optional) In case another co-promotor oversees your PHD project. Mention the organization he/she is affiliated to, and the corresponding co-promotor. It should be mentioned on level 3.

Add a letter of the promotor.

This letter must confirm that, should the fellowship be granted, the state of progress is largely sufficient to achieve the PhD thesis within the time schedule of this fellowship.

Allowed file extension(s): pdf
Maximum file size is 10 MB.

Upload

Please upload your file(s)
Main Flemish host institution

Other host institution(s) - Flemish or federal

Other organization(s)

<table>
<thead>
<tr>
<th>Main Flemish host institution</th>
<th>Promotor</th>
<th>Co-promoters</th>
</tr>
</thead>
</table>

Please add an item
**Promotor**

Eligibility main promotor: check Art. 7 of the regulations

The (main) promotor will be invited by FWO to submit a recommendation statement on the PhD fellowship application.

In case of collaboration with other research units in the same or other host organizations, co-promotors should be mentioned. These will receive a notification by FWO. They will not be invited to submit a recommendation statement.

*Minimum amount of entries: 1.*
*Maximum amount of entries: 1.*

<table>
<thead>
<tr>
<th>+ Add</th>
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</thead>
<tbody>
<tr>
<td>First name</td>
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<tr>
<td>Please add an item</td>
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</tbody>
</table>

**Co-promotors (optional)**

You may specify one or more Co-promotors.

<table>
<thead>
<tr>
<th>+ Add</th>
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</thead>
<tbody>
<tr>
<td>First name</td>
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<td>Please add an item</td>
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<td>Field</td>
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<tr>
<td>Title</td>
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<td>First name</td>
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<td>Date of birth</td>
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<td>Current occupation</td>
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<td>Employment rate</td>
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<td>Email</td>
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<tr>
<td>Research unit</td>
</tr>
<tr>
<td>Street and number</td>
</tr>
<tr>
<td>City</td>
</tr>
</tbody>
</table>
Other host institution(s) - Flemish or federal, and promoter(s) (ART.4) (optional)

+ Add

Other Flemish- or federal institution ↓ Co-promotor(s) ↑

Please add an item

Add: Other Flemish or federal host institution

Other Flemish- or federal institution

Co-promotor(s)

All co-promoters are ZAP or researchers at least at postdoctoral level.

Minimum amount of entries: 1.

+ Add

First name ↑ Surname ↑ Research unit ↑

Please add an item
Other organization(s) (optional)

Add: other organization(s)

Other organization

Co-promotor(s)
Minimum amount of entries: 1.

Add: other organization(s)
Project

Project description
The project description should be structured following the template provided by FWO. The sequence of the different topics should be followed exactly as provided in the original template. The total project outline has a maximum of 10 A4 pages (Font Calibri 11, single line spacing, original template margins ...) herein included all tables, graphs, illustrations, etc.

Download template

Allowed file extension(s): .pdf.
Maximum file size is 10 MB.

Upload

Please upload your file(s)
Rationale and positioning with regard to the state-of-the-art
Elaborate the scientific motivation for the project proposal based on scientific knowledge gaps, and the issues and/or problems that you want to solve with this project. Concisely describe the related international state of the art, with reference to scientific literature. Position your project in relation to ongoing national and international research.

Scientific research objectives
Describe explicitly the scientific objective(s) and the research hypothesis. Explain whether and how the research is specifically challenging and inventive, describing in particular the innovative aspects of the envisaged results. Discuss in detail the results (or partial results) that you aim to achieve, such as specific knowledge and academic breakthroughs.

Describe the methodology of your research
Elaborate the different envisaged steps (experiments/activities) in your research, and motivate your strategic choices with the aim of reaching the objectives. Describe the set-up and cohesion of the work packages including intermediate goals (milestones). Be as detailed as necessary for a clear understanding of what you propose. Describe the different steps in your research, hereby clearly indicating which parts were already performed and what still needs to be completed in the coming year. Indicate how you will handle unforeseen circumstances, and risks. Show where the proposed methodology is according to the state of the art and where it is novel. Enclose risks that might endanger reaching your project’s goals in the year to come and include the contingency plans to be put in place should risk occur.

Provide a work plan, i.e. the different work packages and a detailed timetable
Describe all different work packages (WP) of your PhD research and clearly indicate which packages are completed and which still need to be addressed in the coming year. As you’re planning to complete your PhD within one year, make sure the work load you propose in the upcoming year is feasible. Indicate for each WP the time that was needed or the time it is expected to take. You can use a table or another type of graphic representation to clarify the work plan.

Enumerate the bibliographical references that are relevant for your research proposal
Click here to insert your text.
OTHER FUNDING

Have the content of this proposal and at least the main part of the proposed research actions, be it with literally the same text or in a varied form, already been submitted before AND was it funded or is the funding decision still pending (applications that finally did not result in funding should not be mentioned)?

Yes  No

To whom have they been submitted?

- [x] to FWO, regardless of the type of funding (fellowship, project, ..)

Specify the project number(s), title and programme.

Has the proposal already been funded?

- [ ] Yes  Evaluation still pending

- [x] to another organization

Please enter the name of that organization.

Has the proposal already been funded?

- [ ] Yes  Evaluation still pending

Enter any additional remarks and the decision date(s) of pending evaluation(s) mentioned above.

- You are encouraged to use this field as an opportunity to point out potential overlap, complementarity, added value of current funding applied for or already obtained, ....., related to the applications mentioned above.
- There can be good reason for applying or already having applied for funding at FWO or elsewhere. It is however important that the panel understands how pending applications for funding or obtained funding mentioned above relate to the current application.

State ‘NA’ if not applicable.
PROJECT POSITIONING AND EMBEDDING

Explain how this project fits into the research activities of the involved host institution(s).
Elaborate on the positioning and embedding of your project in the research group(s), its scientific as well as strategic ambitions. If applicable, also position your own previous and current research to the proposed PhD fellowship project.

Position the project in a national and international context.
Mention specific research collaborations, larger projects, programmes or international networks in which your research can be situated.

Did you take the issues of gender and diversity into account while designing your research plan (e.g. selection of human participants and/or animals in experiments, relevance of research questions and/or results with respect to gender differences, ...)?
This issue will be taken into account during evaluation as part of your research methodology and work plan.

Yes  Not applicable

Justification
Did you or will you work with societal actors other than research partners in the whole or parts of the research process (from design of the application up to the execution of the research)?

'Societal actors' consist of all kinds of groups in society (like patients and/or their organizations, other citizens, firms, ...) involved in or connected to the research in one way or another. There is no limitation to what kind of partners in society possibly can be included, nor is involving societal partners an obligation: whether such an involvement could be relevant or not is left to the judgment of the applicants of the research proposal. Take into account, however, that the evaluators may find that collaboration with societal actors is recommendable or even necessary; you may anticipate this by clarifying your position in the designated textbox. Please be aware that this question on societal actors does not concern science communication or valorization.

This issue will be taken into account during the evaluation as part of your research methodology and work plan.

[Yes] [Not applicable]

**Justification**

**SCIENCE COMMUNICATION**

Indicate how the results of the proposed research will be communicated to a non-expert audience.

FWO encourages its fellows to disseminate the results of their research widely and valorise them where possible.

[0 / 1200]
Peer review

Specify the scientific field in which your research is situated.

- bio - Biological Sciences
- cult - Humanities
- wt - Science and Technology
- gm - Social Sciences
Ethics

FWO Ethics Table
The table below lists questions about possible ethical aspects in research proposals. Please go through the table and tick ‘YES’ for aspect(s) relevant to your proposal.

If you mark a ‘yes’ for the question, it follows that:

- **For the questions marked with *:** the applicant is legally or on the basis of institutional regulations obliged to ask for an ethical approval at the competent ethics committee of the host institution. Please do take into account that even when there is no obligation with regard to the research itself, for the publication of the results an approval may still be necessary and that no retroactive ethics committee approvals are provided.

If you have answered questions with an * positively, you must submit an ethics approval request with detailed documentation on e.g. study methodology, procedures, informed consent form, insurance, etc. to the ethics committee as soon as your application has been approved for funding. Study-specific procedures cannot begin until this ethics approval has been formally given. Only if the approval relates to a work package planned at a later stage of the project, and if legislation allows, the host institution may decide to authorize the researcher to obtain ethical approval at a later stage, i.e. at the latest before the initiation of the relevant part of the research. Please keep in mind that this delayed application/permission is not possible for all research institutions. Also keep in mind that the ethics advisory procedure can take some time and that therefore you should submit your proposal to the ethics committee well in time.

- **For the questions that are not marked:** Perhaps no ethics approval may be needed for your research proposal. However, please do take into account that your host research institution might have a stricter policy towards ethics approval for certain research topics and methodology. Furthermore, even when there is no obligation with regard to the research itself, for the publication of the results an ethics approval may still be necessary. At any case, the applicant will have to reflect on those issues and take, if necessary, appropriate measures. If in doubt, it is advised to contact the supporting services of your host institution.

For more information on each of the ethics issues and how to address them, check the FWO webpage on research ethics and the Guidelines on FWO's ethics checklist.
Ethical Issues

- Does your research involve the use of human embryos and/or human embryonic stem cells?
  - Yes
  - No

- Does your research involve human participants?
  - Yes
  - No

- Does your research involve the use of human cells and/or tissues?
  - Yes
  - No

- Does your research involve the use of personal data?
  - Yes
  - No

- Does your research involve animals?
  - Yes
  - No

- Does your research involve access, benefit sharing and/or the Nagoya Protocol?
  - Yes
  - No

- Does your research involve international collaboration, exploitation and/or ethics dumping?
  - Yes
  - No

- Does your research involve environment and/or health and safety?
  - Yes
  - No

- Does your research involve dual use and/or military applications?
  - Yes
  - No

- Does your research involve misuse, security and/or human rights?
  - Yes
  - No

- Does your research involve artificial intelligence?
  - Yes
  - No

- Are there any other issues that should be taken into consideration?
  - Yes
  - No
Ethics approval related to these questions should always be requested before the start of the research project as a whole (as soon as your application has been approved for funding). In addition to ethics approval by your local ethics committee, research projects using human embryos also require subsequent approval by the Federal Commission for Medical and Scientific Research on embryos in vitro (FCE).

<table>
<thead>
<tr>
<th>Ethical issues</th>
<th>Does your research involve the use of human embryos? *</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human embryos and/or human embryonic stem cells</td>
<td>Does your research involve human Embryonic Stem Cells (hESCs)? *</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>
Ethical Issues

Human embryos and/or human embryonic stem cells

Does your research involve the use of human embryos? *
  - Yes
  - No

Does your research involve human Embryonic Stem Cells (hESCs)? *
  - Yes
  - No

Will the hESCs be directly derived from embryos within this project?
  - Yes
  - No

Are the hESCs previously established cell lines?
  - Yes
  - No
### Ethical issues

**Humans**

<table>
<thead>
<tr>
<th>Ethical Issues</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Humans</td>
<td></td>
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</tbody>
</table>

**Questions:**

1. **Does your research involve human participants?**
   - Yes
   - No

2. **Does your research involve interventions (physical, also including imaging technology, behavioral treatments, etc.) on the study participants?**
   - Yes
   - No

3. **Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014) i.e. using pharmaceuticals, biologics, radiopharmaceuticals, or advanced therapy medicinal products?**
   - Yes
   - No
Does your research involve human participants?

Yes  No

Are they volunteers for non-medical studies (e.g. social/societal or human sciences research)?

Yes  No

Please note that not every research involving human participants triggers the obligation to request ethical approval. However, it is important to keep in mind that the journal in which you want to publish the results of your research might ask you, nonetheless, to submit an ethical approval. For this reason, it might be advisable to request ethical approval anyway before the start of the project from the relevant ethics committee within your institution.

Are they persons unable to give informed consent (including children/minors)? *

Yes  No

Are they potentially vulnerable individuals or groups? *

Yes  No

Are they children/minors? *

Yes  No

Are they patients for medical/clinical studies? *

Yes  No

Are they healthy volunteers for medical/clinical studies? *

Yes  No
Does your research involve interventions (physical, also including imaging technology, behavioral treatments, etc.) on the study participants? *

- Yes
- No

Does it involve invasive techniques?

- Yes
- No

Does it involve collection of biological samples?

- Yes
- No

Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014) i.e. using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products? *

- Yes
- No
Ethical issues

Human cells/tissues

Does your research involve the use of human (including foetal) cells or tissues? *
[Yes] [No]

Does it concern human foetal tissues/cells (not covered in section 1, i.e. other than human embryonic tissue and hESCs)?
[Yes] [No]

Are they obtained from commercial sources?
[Yes] [No]

Do they originate from another laboratory/institution/biobank?
[Yes] [No]

Were they produced or collected by you during previous research activities?
[Yes] [No]

Are they produced or collected by you as part of this project?
[Yes] [No]
Personal data are defined as 'any information relating to an identified or identifiable natural person'. An 'identifiable natural person', or 'data subject', is 'one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person' (Article 4(1) GDPR).

Does your research involve collecting and/or processing of personal data?
The GDPR requires that all personal data processing activities are recorded. Please consult your host institution for the procedure to follow as soon as the project is granted.

Yes  No

Does your research involve international import or export of personal data?

Yes  No
Does your research involve collecting and/or processing of personal data?
The GDPR requires that all personal data processing activities are recorded. Please consult your host institution for the procedure to follow as soon as the project is granted.

Yes  No

Does it involve the collection and/or processing of special categories of personal data (e.g.: information on sexual orientation, ethnicity, genetic information, biometric and health data, political opinion, religion or philosophy of life)?

Yes  No

Does it involve profiling, systematic monitoring of individuals, or large-scale processing of special categories of data, or intrusive methods of data processing (such as, surveillance, geolocation tracking etc.)?

Yes  No

Does your research involve further processing of previously collected personal data (including use of pre-existing data sets or sources or merging existing data sets)?

Yes  No

Does it involves the processing of personal data related to criminal convictions or offences?

Yes  No

Does your research involve international import or export of personal data?

Yes  No

Do you plan to export personal data from the EU to non-EU countries?

Yes  No

Do you plan to import personal data from non-EU countries into the EU or allocate personal data from a non-EU country to another non-EU country?

Yes  No
Do you plan to export personal data from the EU to non-EU countries?

Yes  No

Specify the type of personal data and country(ies) involved.

Do you plan to import personal data from non-EU countries into the EU or allocate personal data from a non-EU country to another non-EU country?

Yes  No

Specify the type of personal data and country(ies) involved.
<table>
<thead>
<tr>
<th>Ethical issues</th>
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<tbody>
<tr>
<td>Animals</td>
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</table>

Does your research involve research procedures to live non-human vertebrate animals (incl. independently feeding larval forms, foetal forms of mammals in the last trimester of their normal development) and/or cephalopods, and/or forms in earlier stages (if the experiments have consequences in later stages)? *

- [ ] Yes
- [ ] No

Are they non-human primates?

If no ethical approval has been obtained for the proposed research as of yet, the ethics approval process has to be initiated prior to the project application deadline. In any case, FWO must be in the possession of the ethical approval at the time of the rebuttal, or if no rebuttal is foreseen in the procedure of the subsidy channel concerned, at the latest 1 month before the start of the evaluation panels. See Guidelines on FWO's ethics checklist for further information or contact MED@fwo.be for assistance.

- [ ] Yes
- [ ] No

Are they genetically modified animals?

- [ ] Yes
- [ ] No

Are they cloned farm animals?

- [ ] Yes
- [ ] No

Are they endangered species?

- [ ] Yes
- [ ] No
Are they non-human primates?
If no ethical approval has been obtained for the proposed research as of yet, the ethics approval process has to be initiated prior to the project application deadline. In any case, FWO must be in the possession of the ethical approval at the time of the rebuttal, or if no rebuttal is foreseen in the procedure of the subsidy channel concerned, at the latest 1 month before the start of the evaluation panels. See Guidelines on FWO's ethics checklist for further information or contact MED@fwo.be for assistance.

Yes  No

Upload the ethical approval on the intended experiments on non-human primates.
Please upload either the ethical approval for the intended experiments on non-human primates, or the acknowledgement of receipt of your request for ethical advice by the Ethics Committee on Animal Testing.

Allowed file extensions: .pdf.
Maximum file size is 10 MB.

Upload

Please upload your file(s)
Does your research involve genetic resources or traditional knowledge associated with genetic resources, that are captured by the EU Regulation related to the Nagoya Protocol?

In Access and Benefit Sharing legislation, more specifically according to the EU-legislation related to the Nagoya Protocol, ‘genetic resources’ are defined as ‘any material of plant, animal, microbial or other origin containing functional units of heredity and that is of actual or potential value’, and ‘traditional knowledge associated with genetic resources’ means ‘knowledge held by an indigenous or local community that is relevant for the utilisation of genetic resources’. Please consult http://nagoya.vfii.be for the procedure to follow as soon as the project is granted.

Yes  No

Specify the country(ies).

Ethical issues

(inter)national collaboration: exploitation and ethics dumping
For all these issues it is necessary to comply with relevant legislation and regulations. Please contact the supporting services at the host institution, as soon as the project is granted.

Ethical issues

- Will some of the research activities be conducted in non-EU countries?
  - Yes
  - No

- Do you plan to use local resources (e.g., animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?
  - Yes
  - No

- Does your research involve international import or export of materials?
  - Yes
  - No
Will some of the research activities be conducted in non-EU countries?

Yes  No

Name of the country/ies.

Do the undertaken activities in these non-EU countries raise potential ethics issues?

Yes  No

Specify the country/ies.

Could the situation in the country put the researcher and/or the individuals taking part in the research at risk?

Yes  No

Specify the country/ies.
Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?

Yes  No

Specify material and country/ies involved.

Does your research involve international import or export of materials?

Yes  No

Do you plan to export any material to non-EU countries?

Yes  No

Specify material and country/ies involved.

Do you plan to import any material from non-EU countries or transfer material in-between two non-EU countries?

Yes  No

Specify material and country/ies involved.
Ethical issues

Environment, Health and Safety

Does your research involve the use of (chemical, physical, sound, ...) substances that may cause harm to the environment (water, air, soil, ...), or to animals or plants (now and/or in the future)?

Yes  No

Does your research involve the use of (chemical, physical, sound, ...) substances that may cause harm to humans, including research staff and their co-workers? (now and/or in the future)?

Yes  No

Does (part of) your research deal with endangered flora or fauna, or is it carried out within protected areas?

Yes  No

Do the proposed experiments make use of any parts of animals, GMOs or pathogens?

Yes  No

Does the proposed research make use of information, installations, processes or products that need to be covered by permits (ionizing radiation, radioactive substances, pharmaceutical products, drug precursors, explosives and precursors, cyanides, ozone-depleting substances, soils/animals/animal parts and by-products/plants from third countries ...)?

Yes  No
Please consult the brochure of the Flemish Interuniversity Council on the topic: [https://vlir.be/publicaties/brochure-dual-use/](https://vlir.be/publicaties/brochure-dual-use/). For these issues your host institution has to be consulted when the project is granted.

<table>
<thead>
<tr>
<th>Ethical Issues</th>
<th>Does your research have the potential for military applications?</th>
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</thead>
<tbody>
<tr>
<td>Dual use and military application</td>
<td>Yes  No</td>
</tr>
</tbody>
</table>

Does your research involve dual-use items\(^9\) in the sense of Regulation 2021/921, or other items for which an authorisation is required?

'Dual-use goods' are 'goods, software and technology that are commonly used for civilian purposes, but that can have military applications, or can contribute to the production or distribution of weapons of mass destruction.'

| Yes  No |
Some research can generate knowledge, materials, methods or technologies that could also be used in unethical ways. Although such research is carried out with benign intentions, people with bad intentions may potentially harm humans, animals or the environment with the acquired research results.

Ethical issues

- Misuse, Security & Human Rights

Does your research have the potential for misuse of research results?
- Yes
- No

Might the activities lead to or might the chosen partners be involved in Human Rights violations?
- Yes
- No

Do you take security measures to prevent misuse?
- Yes
- No
Ethical issues

Artificial intelligence

Does your research involve the development, deployment and/or use of Artificial Intelligence?

Yes  No

Does your research involve the development, deployment and/or use of Artificial Intelligence?

Yes  No

Could the development, deployment and/or use of Artificial Intelligence that is based on your research raise ethical concerns related to human rights, values, decision making, and/or can it cause negative societal or environmental impact?

Yes  No
Are there any other issues that should be taken into consideration?

Your research may raise new ethical issues and concerns that are currently not (fully) covered by the Ethics Issue Table (e.g., new developments in the fields of neurobiology, man-machine interaction, developments in nanotechnology, genetic enhancement, etc.).

Please specify.
**Work packages (optional)**

Give the number and description of the work packages for which you will submit an application to the relevant ethics committee(s).

Add

<table>
<thead>
<tr>
<th>Number/description of work packages</th>
<th>Start date</th>
<th>Ethics committee category</th>
<th>Ethics committee</th>
</tr>
</thead>
</table>

Please add an item

**Add: work package**

**Number/description of work packages**

**Start date**

Please specify which ethics committee(s) deal(s)/will deal with your applications.

**Ethics committee category**

**Ethics committee**
Ethical issues: Yes

I hereby acknowledge that an ethical approval is required for issues marked with an asterisk (*) as far as they apply to my project proposal. I will abide by the applicable regulatory framework, law and institutional policies regarding matters, with or without asterisk (*), that apply to my proposal. If an ethical approval is required, I will ensure to obtain this approval from the competent ethics committee of my host institution, at the latest before starting with the ethically sensitive activities.

Ethical issues: No

☐ I confirm that I have read all questions above and that there are no ethical issues concerning my research proposal.
DECLARATION BY THE APPLICANT

General

In completing this application, the applicant confirms that to the best of their knowledge and belief, the information in this application is complete and correct.

The applicant will inform FWO immediately if the intended project cannot be carried out as foreseen or if a major change occurs that may hinder the planned implementation of the project.

The applicant declares that they have read and agree with the FWO regulations that form an integral part of the application documents published on the FWO website and that form the legal basis of the future contract. Furthermore, they take note that the FWO is committed to the principles of the European Charter for Researchers and the Code of Conduct for their Recruitment.

The applicant agrees that the data required for the application and follow-up are electronically stored and used by the FWO. The FWO will use the data provided by the applicant according to the legal requirements of data protection in Belgium, including the use of the anonymized data for statistical purposes and reports. As soon as the FWO has processed your application, you will receive a notification message. The FWO respects the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) in regards to the processing of your personal data. For more information concerning the privacy policy of the FWO, we redirect you to our website: http://www.fwo.be/en/the-fwo/organisation/processing-personal-data-privacy/.

The applicant agrees that the FWO will forward the full application form including their personal data to the members of the FWO expert panels and to experts involved in the evaluation of their proposal in Flanders and abroad (EU and outside EU) and to a partner organization, if there is any. The panel members and experts must declare in advance that they will treat data confidentially and that they will not forward the data or the knowledge gained to anyone nor use it for their own purpose. FWO will take the necessary safety measures to assure this data transfer to the aforementioned organizations or persons will take place in a secure and correct way. More information and details, if available, are published on the FWO website.

Furthermore, the applicant agrees that the following information may be included in lists published by the FWO: title/abstract, full name of the beneficiaries/supervisors; host institution(s); scientific domains/disciplines/keywords; start date and end date, allocated funding of the project.

The applicant declares that all information provided in the personal data section of the FWO E-portal is accurate and up-to-date.

Research Integrity

The FWO watches over the scientific integrity from the moment research funding is applied for until the execution of the research and the publication of the research results. Therefore, researchers benefiting from FWO support as well as their host institutions, (co-)supervisors and other collaborators involved in FWO research are required to adhere to the scientific integrity at all times.

To this end, elementary rules of behaviour have been laid down in the Ethical Code for scientific research in Belgium and the European Code of Conduct for Research Integrity. Both documents are included in the call for research proposals. The FWO assumes that each researcher has acknowledged these codes from the moment the application is submitted and undertakes to comply with their provisions in all stages of the proposed research. This also applies to their host institutions, (co-)supervisors and collaborators involved in FWO research, for whom the applicant bears partial responsibility.

If there is any doubt about the applicability or implementation of a provision, the host institution and/or the researcher responsible for the project at hand will contact the FWO administration in order to clarify or make concrete arrangements about the relevant provision.

☐ I agree
Submit Application