

**SPECIAL RESEARCH FUND  
CALL 2023  
2 - 4 YEAR RESEARCH PROJECTS**

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**Announcement and application information**

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Each year the Flemish Government allocates research funds to Ghent University so as to implement the Flemish Government's Resolution of 3 May 2019. In accordance with this resolution, Ghent University has drawn up rules and regulations regarding the funds of the Special Research Fund (BOF, Bijzonder Onderzoeksfonds). Each year the Research Council invites research proposals for the different initiatives.

**Call  
TWO TO FOUR YEAR RESEARCH PROJECT  
Starting from 1 October 2023**

**The deadline is  
7 March 2023 at 17h**

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### **Description and conditions:**

Through a 2-4 year research project, financial support can be granted for personnel, operating and/or equipment costs. These projects start from 1 October 2023 on and have a duration of 2 years to 4 years. The funding amounts to max. €220.000.

The **call is open** to promoters who applied in 2021 and/ or in 2022 as a promoter spokesperson for a general FWO project<sup>1</sup>. This also includes the Lead Agency Projects<sup>2</sup>.

- The **result of the FWO-application** has no influence on the evaluation of the BOF application. This means that promoter-spokespersons of both awarded and non-awarded FWO projects can obtain a BOF 2-4 year research project.
- In case FWO has declared an FWO application inadmissible due to a **conflict of interests concerning the referees**, this application can still be used as access to the call for 2-4 year projects
- **The same or a different research plan may be submitted to BOF as was submitted to FWO**. However, the **same research plan cannot be granted by both FWO and BOF**. Only if FWO partially finances a project, one can receive supplementary funding from BOF.
- **If a parallel application (FWO or other funding channel) is pending for the same research plan**, the BOF project - if awarded - can only start after the result of the parallel application is known. If the parallel application is granted, the BOF funding will be cancelled in whole or in part. If the result of the parallel application is only known after 1 January 2024, this rule will no longer be applied.
- **Each promoter can submit one BOF application only**. Even if that promoter is the promoter of several FWO applications, only one BOF application is permitted.

### **The call is not open to beneficiaries of significant BOF funding:**

- **Methusalem**: Recipients of Methusalem-funding cannot apply for a 2-4 year project;
- **GOA projects**: Spokespersons and promoters of GOA projects with an end date after 31 December 2024 cannot apply for a 2-4 year project;
- **BOF Interdisciplinary research projects**: Promoters of BOF Interdisciplinary research projects awarded in 2022 (starting date 1 October 2022) cannot apply for a 2-4 year project;
- **BOF 4 year research projects**: Promoters of BOF 4 year research projects awarded in 2021 in the framework of a BOF 2-4 year research project (starting date 1 October 2021) cannot apply for a 2-4 year project.

### **Language**

The project proposals can be submitted in either Dutch or English.

### **Submission**

- Project proposals must be submitted using the online GISMO application module. Additional explanation on the use of GISMO is available on the UGent website: <https://onderzoektips.ugent.be/en/tips/00001932/>
- Only the promoter (or his/her proxy) can submit the application.
- An automatically generated confirmation e-mail will be sent upon receipt.
- Deadline is **7 March 2023**, 17:00 (Belgian time)
- The deadline will be strictly respected; late or incomplete applications will be rejected without review

<sup>1</sup> It concerns the call <https://www.fwo.be/en/fellowships-funding/research-projects/junior-and-senior-research-projects/>

<sup>2</sup> See <https://www.fwo.be/en/fellowships-funding/international-collaboration/intra-european-research-projects/weave/>

- It is not requested to submit a signed application on paper. The electronic application via GISMO is sufficient.

**ATTENTION, WHAT YOU SEE IS NOT (ALWAYS) WHAT YOU GET. What is displayed in the application module may differ considerably in form from what is shown in the exported Pdf-file. It is therefore recommended to visualise the application as a PDF file before submitting it and to check whether it complies with the requested layout guidelines.**

### Evaluation

In order to evaluate the applications, the Research Council relies on three scientific committees. The committees consist of members representing the following faculties:

- Committee for the Humanities and Social and Behavioural Sciences ('Alpha' Working Group): Faculty of Arts and Philosophy, Faculty of Law, Faculty of Economics and Business Administration, Faculty of Psychology and Educational Sciences, Faculty of Political and Social Sciences
- Committee for the Sciences and Engineering ('Beta' Working Group): Faculty of Science, Faculty of Engineering and Architecture, Faculty of Bioscience engineering.
- Committee for Biomedical and Medical Sciences ('Gamma' Working Group): Faculty of Medicine and Health Sciences, Faculty of Veterinary Medicine, Faculty of Pharmaceutical Sciences

The project proposals will be evaluated using the following criteria:

**1. Scientific criteria for the project proposal:**

- a. Innovative nature of the project
- b. Well described research objectives and methodology
- c. Coherence of the project
- d. Feasibility of the project proposal
- e. Development of the research potential of Ghent University

**2. Criteria concerning the quality of the (co)promoter**

- a. International scientific recognition of the (co)promoter
- b. The scientific achievements of the applicant(s), with special attention for scientific leadership and realised impact (academic and/or economic and/or societal) taking into account the differences between research disciplines and the number of years the (co)promoter is a member of the Tenured Academic Staff.
- c. Is the (co)promoter active in applying and acquiring external and internal research funding

If projects are ranked ex aequo, the evaluation committees can decide not to give priority to proposals from research groups that have substantial external financial means at their disposal.

The Research Council will make a selection of the applications and formulate an advice. The research projects are granted by the chairperson of the Research Council, based on the advice of the Research Council<sup>3</sup>.

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<sup>3</sup> with authority delegated to him by the Board of Governors on 2 June 2021.



### **Announcement of the result**

The day after the selection in the Research Council, a list of the selected projects is published on the website of the Special research Fund: <https://www.ugent.be/en/research/funding/bof>.

After the selection, all applicants will receive a letter/ e-mail from the chairperson of the Research Council with the result of the selection. This letter/ email explains how promoters can ask for feedback and whom to contact.

### **Scientific report**

Within one year after the end of the project a scientific report, signed by the promoters, has to be sent electronically to [BOFApplication@UGent.be](mailto:BOFApplication@UGent.be). This report is the only reporting on the 2-4 year project. The scientific report must be submitted on the required forms, which are available on the University website:

<https://www.ugent.be/en/research/funding/bof>

### **Information**

For additional information, please contact the Research Coordination Office ([BOF@ugent.be](mailto:BOF@ugent.be)) or the secretary of the Research Council dr. Dirk De Craemer.

## **2-4 YEAR RESEARCH PROJECT: APPLICATION INFORMATION**

### **PART I – PROJECT DATA**

#### **1 General**

##### **1.1 Dutch and English title of the project**

Short title of the project. When granted, both are forwarded to the FRIS-portal and the research explorer.

*GISMO-instructions: use the provided text box.*

##### **1.2 Dutch and English abstract of the project**

Concise description in Dutch and English of the project (max. 1000 characters). When granted, these abstracts are forwarded to the FRIS-portal and the research explorer.

*GISMO-instructions: use the provided text box.*

##### **1.3 Keywords**

Give at least 3 keywords in Dutch and 3 in English.

*GISMO instructions: use the provided text box.*

##### **1.4 Research discipline codes**

Provide at least 1 discipline code of level 4. For the actual discipline codes, see [Research disciplines — Ghent University \(ugent.be\)](#).

*GISMO-instructions: make use of the provided selection module.*

### **2 Person(s) responsible for the project (promoter and possible copromoter(s))**

For all persons responsible for the project (except "contact person") a completed personal profile is required in GISMO, according to the conditions for delivery to the FRIS portal. Completeness means an ORCID linked to Ghent University and at least one research discipline code of level 4.

- For those who do not have an ORCID yet: further information on the creation of an ORCID can be found on this web page: <https://www.ugent.be/intranet/en/research/research-admin/orcid.htm>
- Information on the research discipline codes: <https://www.ugent.be/en/research/research-ugent/research-discipline.htm>

*GISMO instructions: for each role a search box is available (search on name, first name, organization, e-mail). Select the desired person. The module automatically checks whether a complete personal profile is available. Use the jump button 'Go to my profile' to complete the missing data or contact the person concerned.*

*All persons responsible for the project can edit the application in the GISMO application module, except for the contact person (who has read-only rights). They can also designate a proxy to manage sections on their behalf - [more information in this \(re\)search tip](#). They can work on the same application at the*

same time, but not on the same section. Personal sections must be completed by the specific (co)promotor (or proxy)

## 2.1 Promoter (only one allowed)

- **The promoter belongs to one of the following categories:**
  - 1) a member of the tenured academic staff (Zelfstandig Academisch Personeel)
  - 2) a visiting professor with at least a research assignment
  - 3) senior assistant, senior lector, assistant professor, associate professor, full professor or senior full professor within the integration framework at UGent who holds a PhD degree.
  - 4) Postdoctoral Odysseus-II Grant holders who still ho. In view of the UGent overhead regulations, a ZAP member should be appointed for this group who is jointly responsible / budget holder
  
- **The promoter has applied in 2021 and/or in 2022 for a general FWO project (see p.2)**
  
- **The promoter cannot be holder of significant BOF funding:**
  - 1) **Methusalem:** Recipients of Methusalem-funding cannot apply for a 2-4 year research project;
  - 2) **GOA projects:** Spokespersons and promoters of GOA projects with an end date after 31 December 2024 cannot apply for a 2-4 year project;
  - 3) **BOF Interdisciplinary research projects:** Promoters of BOF Interdisciplinary research projects awarded in 2022 (starting date 1 October 2022) cannot apply for a 2-4 year research project;
  - 4) **BOF 4 year research projects:** Promoters of BOF 4 year research projects awarded in 2019 in the framework of a BOF 2-4 year research project (starting date 1 October 2021) cannot apply for a 2-4 year project.
  
- **A promoter can submit only one BOF application.** Even if that promoter is the promoter of several FWO applications, only one BOF application is permitted.
  
- This promoter acts as **the sole authorized person** for the granted research budget and as spokesperson. The promoter carries the responsibility for the proper implementation of and reporting on the project.
  
- If the promoter **retires** before the end of the project, it is obligatory to mention a co-promoter who already meets the conditions for being a promoter..

## 2.2 Co-promoter (max. 3 are allowed) (not mandatory)

At the moment of the deadline of this call, each co-promoter must:

- 1) belong to one of the categories of the promoter or
- 2) have an appointment at Ghent University (FWO postdoctoral researchers and VLAIO researchers included), the University Hospital, VIB Gent, IMEC Gent, IBBT and/or Vlerick Leuven Gent Management School or at one of the "hogescholen" from the Ghent University Association **and** have a PhD degree, or
- 3) belong to the category of senior assistants, senior lectors, assistant professors, associate professors, full professors or senior full professors who belong to the integration framework at Ghent University **and** have a PhD degree.

**Exception:** if the promoter's **retirement** starts during the course of the project, a co-promoter must be appointed who meets the conditions of the promotership.

- **The co-promoter has no access to the budget** for this BOF funding. As is evident in the project description and the plan of work, the co-promoter must make a real contribution to the coordination of the project.
- A co-promoter can participate in **more than one application**. It is also allowed to participate in one application as promoter and in another application as co-promoter.
- The role of co-promoter **cannot be combined with an appointment to the account of the BOF budget**.
- *Gismo instructions: External' co-promoters (= the University Hospital, VIB Ghent, IMEC Ghent, IMinds Ghent and/or Vlerick Leuven Gent Management School or at one of the University Colleges ("hogescholen") from the Ghent University Association) need to be registered in GISMO in advance, before they can be linked to the application.*

*Prior to starting the application, the person acting as co-promotor logs on to <https://gismo.ugent.be>. If this person is not yet known within the Ghent University systems an error message will appear. In that case the person needs to register via <https://gismo.ugent.be/gismo-web/web/registratie>. If the person is already known and does not receive an error message, they will be asked to complete their data for GISMO (i.e. their affiliation), before they can be linked to the application.*

### 3 Researcher involved in the project

Researcher within or outside the Ghent University Association who will make a contribution to the project (if applicable). This researcher supports the research project in a substantial way without being a (co-)promoter (by presenting methodologies, offering facilities, services in the form of subcontracting,...). Describe the role of this researcher in the project.

*GISMO instructions: search for and add a person via the search box. If the person is not found, he or she can be included through the " add an external person " button. Add a short description about this person's role by using the provided text box.*

### 4 Research proposal (max. 7 pages: 3 pages for 4.1, 2 pages for bibliography, 1 page for 4.2 and 1 page for 4.3)

*GISMO instructions: Please use the offered template and upload one pdf-file. The project proposal has a maximum of 7 pages (3 pages for 4.1, 2 pages for bibliography, 1 page for 4.2 and 1 page for 4.3) and uses font Arial 10 (spacing 1). A file which exceeds the number of pages allowed cannot be uploaded .*

#### 4.1 Description of the research proposal including aim, methodology + bibliography of the cited literature (max. 3 pages project proposal + max. 2 pages bibliography)

Please describe the objectives of your research project in a concise way. Provide an insight into the scientific impact it might have on the current state of research in the field.

Please provide a work plan of your research program including the following items:

- Scientific background
- General aims
- Detailed outline of the planned activities with methodological description

#### **4.2 Background and strategy of the promoter relating to the project proposal (max.1 page)**

In this part, the proposed research work must be situated within the framework of the different research topics that are relevant to the application and that the promoter is currently studying or plan to study in the future. Other possible research topics of the promoter can be indicated. When this relates to a totally new topic of the promoter, then it must be briefly explained and justified.

#### **4.3 Cooperation of the promoter with other researchers, research groups or institutions within the framework of the project proposal. (max.1 page)**

Explain (if applicable) the planned cooperation with other researchers, research groups or institutions in the framework of the proposed research project. Describe also the nature of this cooperation and the relevance for the proposed research project.

### **5 Ethics**

Please indicate whether the project proposal has ethical implications by completing the electronic ethical questionnaire. More information on this questionnaire: <https://onderzoektips.ugent.be/en/tips/00002002/> .

*GISMO instructions: Go through the electronic questionnaire.*

*If an ethics approval of the relevant ethics committee is already available, this can be added.*

In the event of a negative evaluation by the ethics committee, the project will, in principle, not be started. Only if the ethical implications are no longer relevant after adjustment of the project and the innovation objective remains feasible can the reworked project still be carried out.

It is up to the promoter of the application to provide the ethics approval *before the start of the project via BOFapplication@ugent.be*.

### **6 Parallel project applications**

Indicate whether the application as a whole – or some part of it – has also been submitted at BOF or at another funding agency.

Answer the questions below:

1. Which researchers have contributed to the present project proposal? What is the contribution of each of these researchers?
2. Are there any other research proposals that overlap partly or entirely with the present proposal? If so, how do they overlap and what is the status of the other proposals? Is this overlap (partly) the result of previous collaborations with other researchers?
3. In case of overlapping research proposals, why is additional funding applied for?
  - a. Is this to maximize the chances to receive funding? In this case the Research Council can decide to award its funding conditionally, meaning that the funding will only be granted if the parallel application is not successful. In that sense, the information regarding the overlap of research proposals will have no influence on the evaluation procedure itself. But if needed the research council will cancel the selection or reduce the allocated budget to avoid funding the same project twice.
  - b. Or is the additional funding supplementary to the parallel funding applied for via another funding program? In case both applications are successful: how will these budgets complement one another, what will each budget be used for?



If a parallel application (FWO or other funding channel) is pending for the same research plan, the BOF project - if awarded - can only start after the result of the parallel application is known. If the parallel application is granted, the BOF funding will be cancelled in whole or in part. If the result of the parallel application is only known after 1 January 2024, this rule will no longer be applied.

*GISMO instructions: if applicable, please use the 3 provided text boxes.*

## 7 Project Duration

A project can be requested with a duration of 2 years, 3 years or 4 years. Linked to this, a budget of maximum € 110.000 can be applied for for a 2-year project, maximum € 165.000 for a 3-year project and maximum € 220.000 for a 4-year project.

*GISMO instructions: choose the desired project duration (2 years, 3 years or 4 years)*

## 8 Time Commitment (max. 1 page)

Provide a realistic time commitment (timing of work packages, milestones, critical path). If relevant, illustrate by using a table or other graphic visualization.

*GISMO instructions: Make use of the template and upload 1 pdf-file of max. 1 page. A file which exceeds the number of pages allowed cannot be uploaded.*

## 9 Project budget

Depending on the duration of the project, the promoter can apply for a budget of maximum €110.000 (2 years), maximum €165.000 (3 years) or maximum €220.000 (4 years).

The funding must contribute to the capacity to carry out advanced scientific research.

The funding can be used for **personnel, operational and/ or equipment costs**. Please **describe in detail** how the requested budgets will be spent within the framework of the project.

For projects where the appointment of one PhD researcher (without seniority) is foreseen (4 years), a project budget of 220.000 is recommended (€ 201.000 appointment PhD researcher + €19.000 operational costs).

Estimated personnel cost starting 1.10.2023

Personnel cost: Category	1.10.2023 – 30.9.2024	1.10.2023 – 30.9.2025	1.10.2023 – 30.9.2026	1.10.2023 – 30.9.2027
<i>PhD scholarship student EU*</i>  (unmarried, no dependent relatives)	47.000	96.000	148.000	201.000
<i>Researcher, 0 years of seniority</i>	76.000	152.000	231.000	314.000
<i>Researcher with PhD degree, 4 years of seniority</i>	100.000	201.000	304.000	414.000

*GISMO instructions: Use the module to add relevant budget scenarios (personnel, equipment, operating costs, subcontracting). If relevant provide a description using the text box provided.*

## 10 Scientific committee

In order to evaluate the applications, the Research Council relies on three scientific committees.

The committees consist of members representing the following faculties:

Committee for the Humanities and Social and Behavioural Sciences ('Alpha' Committee): Faculty of Arts and Philosophy, Faculty of Law, Faculty of Economics and Business Administration, Faculty of Psychology and Educational Sciences, Faculty of Political and Social Sciences

Committee for the Sciences and Engineering ('Beta' Committee): Faculty of Science, Faculty of Engineering and Architecture, Faculty of Bioscience Engineering.

Committee for Biomedical and Medical Sciences ('Gamma' Committee): Faculty of Medicine and Health Sciences, Faculty of Veterinary Medicine, Faculty of Pharmaceutical Sciences.

As a rule, the application will be discussed in the Committee to which the promoter's faculty is assigned. One can submit a well-founded request to deviate from this rule.

*GISMO instructions: choose the corresponding scientific committee. If the scientific committee differs from the affiliation of the promoter, please motivate the choice of the scientific committee in the text field.*

## ADDENDUM – PERSONAL SECTIONS FOR THE PERSON(S) RESPONSIBLE FOR THE PROJECT

*The promoter and possible co-promoter(s) must each complete the following sections.*

### 1 BOF publication list

An overview report of your publications and supervised PhDs from the last 5 years is automatically retrieved from Biblio.

*Note: make sure your Biblio profile has been completed in advance (there is a processing timelag between Biblio and GISMO). If any publications still need to be approved in Biblio, you can contact the Biblio staff at [biblio@ugent.be](mailto:biblio@ugent.be) **until 3 weeks before the deadline of 7 March 2023**. Publications that are not yet classified by the Biblio staff, appear in the BOF report under the category U (unclassified)*

*GISMO instructions: **external co-promoters** need to upload a pdf-file for this section. A template is provided (font Arial 10, spacing 1).*

### 2 Five most important publications

For this section, the promoter and possible co-promoter(s) select and motivate their five most important publications from Biblio.

*Note: make sure your Biblio profile has been completed in advance (there is a processing timelag between Biblio and GISMO).*

*GISMO instructions: use the search tool to find and select the specific publications. Add a motivation in the text field provided.*

*GISMO instructions: **external co-promoters** need to upload a pdf-file for this section. A template is provided (font Arial 10, spacing 1).*

### 3 Curriculum vitae (max. 2 pages)

The promoter and possible co-promoter(s) have to attach their CV as an annex to this application. This CV should include a standard academic and research record. A suggested outline (template) is available. The structure of the CV may be modified. Select the items that are most important to you. Any research career gaps and/or unconventional paths (due to for example maternity leave, sick leave, etc..) should be clearly explained so that they can be taken into account.

*GISMO instructions: Make use of the template (font Arial 10, spacing 1) and upload 1 pdf-file. A file which exceeds the number of pages allowed cannot be uploaded.*

### 4 Overview of achievements (scientific leadership, impact, other)

Please provide an overview of the achievements **of each (co-)promoter**. At least one of the achievements must be related to the project proposal.

#### 4.1 Scientific leadership (mandatory – max. 4.500 characters)

Scientific leadership refers to a person's ability to conduct ground-breaking research, to have the required scientific expertise and capacity to successfully execute the project and to have the ability to inspire others towards a common vision. This requires good personal relations within a team with room for critical reflection. It is manifested through a range of tasks such as managerial duties; project coordination and the supervision of others - and through less tangible activities such as independent critical and creative thought, balancing individual and group objectives, and contributing to a university's mission.

#### **4.2 Impact (mandatory – max. 4.500 characters)**

Academic impact is the demonstrable contribution that excellent research makes in shifting understanding and advancing scientific method, theory and application across and within disciplines. Economic and societal impact is the demonstrable contribution that excellent research makes to society and the economy, and its benefits to individuals, organizations and/or nations. Please indicate what the (academic and/or economic and/or social) impact of the (co-)promoter's scientific work has been so far.

#### **4.3 Other achievements (optional – max. 4.500 characters)**

Provide a selection of important scientific achievements, excluding publications.

These may include, for example, granted patents; invited presentations to internationally established conferences and/or international advanced schools; prizes; awards; academy memberships; other ...

Briefly describe why these achievements demonstrate that you are entitled to outstanding contributions in your field of expertise.

GISMO-instructions: A text box is offered for each of the three parts. The third text box ('other achievements') is not mandatory. Each text field may contain up to 4.500 characters. This translates into approximately 750 words.

#### **5 Overview of all ongoing, concluded (since 2018) and pending grants and funding of the (co)promoter(s)**

Please specify for each applicant (promoter and possible co-promoter(s)) currently ongoing, concluded (since 2018) and pending research grants (projects, fellowships and equipment). Please add the following information: funding agency, start and end date, budget, title, and name of the researchers.

*GISMO instructions: Make use of the template (font Arial 10, spacing 1) and upload 1 pdf-file.*