Thematic Digital Competence Centres

Projects for Thematic Digital Competence Centres roadmaps: Life Sciences and Health (LSH), Natural and Engineering Sciences (NES) and Social Sciences and Humanities (SSH)umanities (SSH)

Call for proposals

2023

Contents

1 Introduction

In this Call for proposals information is provided about the application procedure for the Thematic Digital Competence Centres (TDCCs) funding round. This Call for proposals falls under the responsibility of the Dutch Research Council (NWO).

In this Call for proposals you will find information about the aim of this programme (Chapter 2), the conditions for the grant application (Chapter 3) and how your proposal will be assessed (Chapter 4). This is the information you need to submit a grant application. Chapter 5 states the obligations for grant recipients in the event you are awarded funding. Chapter 6 contains the contact details, and Chapter 7 contains the annexes.

1.1 Background

Background to the non-competitive, community-driven setup of this Call

The purpose of this Call is to fund the creation of Thematic Digital Competence Centres (TDCCs) that support the digitisation of knowledge in its entirety. The programme is *non-competitive* and *community-driven* because academic scholarship can best decide for itself how to embody the ambitions. Non-competitive means that there will be no comparison and ranking of the individual applications (see section 4.2). The community-driven nature will be safeguarded by asking each TDCC community to decide for itself which applications to put forward, while keeping within the available budget. The application must account for how the community-driven process has been organised (see the application form and section 4.3 for the assessment criteria). In addition, applicants must submit a submission letter for each application jointly signed by all the project leads involved in the proposed TDCC. In the submission letter, the project leads as community representatives confirm that the application has been put forward by the applicants on behalf of the community (see section 3.1).

Digitising scholarship

The digitisation of scholarship and the principles of open research demand a new package of knowledge and skills. Data has to be made available according to FAIR principles, wherever possible, and in accordance with the operative international or domain-specific standards. Software must be created so that it is durable and capable of being maintained and shared. Researchers must be able to find their way to the right local, national or international digital infrastructure, such as computing facilities, storage centres, data archives and software repositories.

Therefore, on behalf of the Ministry of Education, Culture and Science (OCW), NWO is realising several activities in the area of digital research infrastructure. These investments are described in the 'Implementation Plan Investments Digital Research Infrastructure' (hereinafter: the Implementation Plan).

Local Digital Competence Centres

One of the objectives from the Implementation Plan is the formation and expansion of Digital Competence Centres (DCCs). It is where expertise in data (stewardship), software and computing is bundled in one location within an institution. This is called a *local* DCC (LDCC). Many institutions have now taken important steps towards a mature LDCC.

NWO supported the continuation or expansion of LDCCs from the Implementation Plan through a call from which institutions could fund additional staff (e.g., data stewards).

Thematic Digital Competence Centres

The LDCCs focus on one single institution. However, collaboration on specific research topics across institutions is also needed. For example, this might include how to make agreements to improve data access and sharing, or the development of software that facilitates data analysis within the given research theme. To support this, the Implementation Plan provides the formation of *thematic* DCCs (TDCCs). These networking organisations were established with funding from NWO in 2022. There are three TDCC network organisations, bringing together scientists in three "domains" (similar to the domains of the National Roadmap Large-Scale Scientific Infrastructure):

- Life Sciences and Health (LSH);
- Natural and Engineering Sciences (NES);
- Social Sciences and Humanities (SSH).

Besides the researchers and local DCCs, the TDDCs are collaborating with all other relevant parties, which includes:

- institutions with expertise in supporting researchers (such as DANS, NLeSC)
- research infrastructures (such as Health-RI, EPOS-NL, ODISSEI)
- partnerships (such as 4TU.ResearchData, DTL)
- strategic initiatives and councils (such as Regieorgaan Open Science).

TDCC roadmaps

Between September 2021 and June 2022, three writing teams from the scientific field developed roadmaps. They were supported in this process by NWO secretaries. Researchers, large-scale infrastructures and supporting institutions could provide input to ensure the TDCC roadmaps are supported by the field.

The roadmaps consist of a landscape analysis, an analysis of challenges, a description of the network organisation to initiate and help guide the required collaboration, and a description of 'bottleneck projects' that tackle the challenges stated. The roadmaps form a starting point for the further development of the TDCCs.

1.2 Available budget

The available budget for this Call for proposals is €4,800,000. The maximum budget that can be requested (the grant ceiling) for each separate TDCC domain is €1,600,000.

1.3 Submission deadlines

Applications can be submitted from 15 November 2023 CET until 15 November 2024 at 14:00:00 CET.

Applications can be submitted on a continuous basis. When the grant ceiling of a TDCC domain has been reached, further applications to this TDCC will be rejected without any further consideration.

2 Aim

This chapter describes the aim of the programme and the societal impact.

2.1 Aim of the programme

The aim of this instrument is to fund projects that can help realise the digitisation ambitions of the TDCCs and the communities they serve.

Ambitions

The ambitions have been defined in the TDCC roadmaps (see the annexes to section 7), and cover *data*, *software* and *computing*. This includes ambitions such as:

- improving the knowledge and skills of researchers and research support professionals through education and training;
- dealing with road blocks that might obstruct the exchange of data (e.g. privacy laws);
- making agreements about data sharing (e.g. setting up metadata standards);
- gaining knowledge of the use of software and platforms for sharing and analysing data;
- increasing the awareness of available computing facilities and how to use them effectively.

In most cases, this does not involve developing new knowledge in the academic sense, but in finding and disseminating the pertinent know-how, and making agreements about how this know-how should be collectively applied. The projects realised under this Call will therefore primarily target *support* and *network formation*.

3 Conditions for applicants

This chapter contains the conditions that are applicable to your grant application. Firstly it describes who can apply for funding (section 3.1) and what you can request funding for (section 3.2). Subsequently, you will find the conditions for preparing and submitting the application (sections 3.3 and 3.4) and the specific funding conditions (section 3.5).

3.1 Who can apply

Main and co-applicants

The main and co-applicants at one of the following organisations:

− universities located in the Kingdom of the Netherlands;
− university medical centres;
− institutes affiliated to the Royal Netherlands Academy of Arts and Sciences (KNAW) or NWO;
− Netherlands Cancer Institute;
− the Max Planck Institute for Psycholinguistics in Nijmegen;
− Naturalis Biodiversity Center;
− Advanced Research Centre for NanoLithography (ARCNL);
− Princess Máxima Center;
− the Health Research Infrastructure initiative (Health-RI);
− SURF;
− the Netherlands eScience Center (NLeSC).

Persons with a zero-hour employment agreement or with a contract for a limited period of time (other than a tenure track appointment) may not submit a proposal.

It could be the case that the applicant's tenure track agreement ends before the intended completion date of the project for which funding is applied for, or that before that date, the applicant's tenured contract ends due to the applicant reaching retirement age. In that case, the applicant needs to include a statement from their employer in which the organisation concerned guarantees that the project and all project members for whom funding has been requested will receive adequate supervision for the full duration of the project.

Applicants with a part-time contract should guarantee adequate supervision of the project and all project members for whom funding is requested.

Application submission and project management

The main applicant should submit the application via ISAAC, the online application system of NWO. During the assessment procedure, NWO will communicate with the main applicant.
When an application has been selected for funding, the main applicant will become the project manager and contact person for NWO. The main applicant's institution is designated as the main recipient and administers the grant.
Co-applicants play an active role in the implementation of the project. The project manager, sub-project manager and recipient share responsibility for the implementation of the entire project.

3.2   What can be applied for

For an application in this Call for proposals, a minimum of € 50.000 and a maximum of € 400.000 can be applied for in total. An application may consist of subprojects. The maximum duration of the proposed project is 24 months. The budget modules (including the maximum amount) available for this Call for proposals are listed in the table below. Apply only for funding that is vital to realise the project. A more detailed explanation of the budget modules can be found in the annex to this Call for proposals (7.1).

Budget module	Maximum amount
Non-scientific staff (NSS) at institutions	Maximum € 400,000. Financing according to HOT 2.2 rates.
Permanent staff at institutions	Maximum € 400,000. Financing according to HOT 2.2 rates.
Material costs	Maximum € 15,000 per year per fte (non-) scientific position.

3.3   Preparing an application

The steps involved in writing your application are:
- download the application form from the NWO web application ISAAC or from the NWO web page (on the grant page of the funding instrument concerned);
- complete the application form;
- save the application form in ISAAC as a PDF file and upload it with any compulsory annexes;
- fill in the requested information online in ISAAC.

Compulsory annexes:
- budget
- submission letter (see section 3.4).

An application may be made up of several subprojects. Subprojects must have an overarching cohesive design. This will be evaluated in the assessment (see section 4.2).

The application and submission letter must be composed according to the NWO template. Annexes must be uploaded in ISAAC separately from the application. All the annexes, except for the budget, must be submitted as PDF files (without encryption). The budget must be submitted in ISAAC as an Excel file. No annexes are permitted other than those mentioned above.

You must write your application in English.

Applications may only be submitted via the ISAAC web application. Applications that are not submitted via ISAAC will not be considered.
As the main applicant, you are required to submit the application via your own personal ISAAC account.

It is important to start your application in ISAAC on time:
- if you do not yet have an ISAAC account, then you should create one in time to prevent any possible registration problems;
- any new organisations must also be added to ISAAC by NWO;
- you also need to submit other details online.

Applications submitted after the deadline will not be taken into consideration by NWO.
For technical questions, please contact the ISAAC helpdesk, see contact (see section 6).

Does a main and/or co-applicant work at an organisation that is not included in the ISAAC database? You can report this via relatiebeheer@nwo.nl so that the organisation can be added. This will take several days. It is therefore important that you report this at least one week before the deadline.

Applicants are expected to have informed the organisation where they work about submitting the application and that the organisation accepts the grant conditions of this Call for proposals.

3.4 Conditions for submission

3.4.1 Formal conditions for submission

NWO will assess your application against the conditions listed below. Your application will only be admitted to the assessment procedure if it meets these conditions. After submitting your application, you are asked by NWO to be available to carry out any administrative corrections that may be needed to enable to meet the conditions for submission.
These conditions are:
− the main applicant and co-applicant(s) meet the conditions stated in section 3.1;
− the application complies with the DORA guidelines as described in section 4.1;
− the application meets the European regulations for state aid (see section 4.2.2);
− the application form is, after a possible request to make additions or changes, complete and filled out according to the instructions;
− the application is submitted via the main applicant's ISAAC account;
− the application is received before the deadline;
− the application is written in English;
− the application budget is drawn up in accordance with the conditions for this Call for proposals;
− the proposed project has a duration of at most 2 years;
− all of the required annexes are, after a possible request to make additions or changes, complete and filled out according to the instructions.

3.4.2 submission letter

Every application must be accompanied by a submission letter jointly signed by all the project leads involved in the proposed TDCC domain. In the submission letter, the project leads as community representatives confirm that the application has been put forward by the applicants on behalf of the community. The applicant should first send an email to the relevant TDCC email address before having the submission letter signed.

TDCC domain Life Sciences and Health (LSH)
TDCC-LSH: lsh@tdcc.nl

TDCC domain Natural and Engineering Sciences (NES)
TDCC-NES: nes@tdcc.nl

TDCC domain Social Sciences and Humanities (SSH)
TDCC-SSH: ssh@tdcc.nl

You can contact the TDCCs at www.tdcc.nl/contact.

3.5 Conditions on granting

The NWO Grant Rules 2017 and the Agreement on the Payment of Costs for Scientific Research are applicable to all applications.

3.5.1 Compliance with the National Knowledge Security Guidelines

World-class science can benefit from international cooperation. The National Knowledge Security Guidelines (hereafter: the Guidelines) helps knowledge institutions to ensure that international cooperation can take place securely. Knowledge security concerns the undesirable transfer of sensitive knowledge and technology that compromises national security; the covert influence of state actors on education and research, which jeopardises academic freedom and social safety; and ethical issues that may arise in cooperation with countries that do not respect fundamental rights.

Applicants are responsible for ensuring that their project complies and will continue to comply with the Guidelines. By submitting an application, the applicant commits to the recommendations stipulated in these Guidelines. In the event of a suspected breach of the Guidelines in an application submitted to NWO for project funding, or in a project funded by NWO, NWO may ask the applicant to provide a risk assessment demonstrating that the recommendations in the Guidelines have been taken into consideration. If the applicant fails to comply with NWO's request, or if the risk assessment is in apparent breach of the Guidelines, this may affect NWO's grant award or decision-making process. NWO may also include further conditions in the award letter if appropriate.

The National Knowledge Security Guidelines can be found on the central government website at: Home | National Contact Point for Knowledge Security (loketkennisveiligheid.nl).

3.5.2 Scientific integrity

In accordance with the NWO Grant Rules 2017, the project that NWO funds must be carried out in accordance with the nationally and internationally accepted standards for scientific conduct as stated in the Netherlands Code of Conduct for Research Integrity (2018). By submitting the proposal, the applicant commits to this code. In the event of any violation of these standards during a project funded by NWO, the applicant should immediately inform NWO and should submit all relevant documents to NWO. More information about the code of conduct and the policy regarding research integrity can be found on the website: Scientific integrity | NWO.

3.5.3 Ethical statement or licence

The applicant is responsible for determining whether an ethical statement or licence is needed for the realization of the proposed project. The applicant should ensure that this is obtained from the relevant institution or ethics committee on time. The absence or presence of an ethical statement or licence at the time of the application process has no effect on the assessment of the application. If the project is awarded funding, then the grant is issued under the condition that the necessary ethical statement or licence is obtained before the latest start date for the project. The project cannot start until NWO has received a copy of the ethical statement or licence.

3.5.4 Nagoya Protocol

The Nagoya Protocol ensures an honest and reasonable distribution of benefits emerging from the use of genetic resources (Access and Benefit Sharing; ABS). Researchers who make use of genetic sources from the Netherlands or abroad for their research should familiarise themselves with the Nagoya Protocol (ABS Focal Point - ABS Focal Point). NWO assumes that researchers will take all necessary actions with respect to the Nagoya Protocol.

3.5.5 Additional conditions

Any and all results ensuing from the projects – such as publications, data, protocols, metadata standards, training courses – must be published as quickly as possible.

4 Assessment procedure

This chapter first describes the assessment according to the DORA principles (section 4.1) and the course of the assessment procedure (section 4.2). Second, it states the criteria that the assessment committee will use to assess your application (section 4.3).

The NWO Code for Dealing with Personal Interests applies to all persons and NWO employees involved in the assessment and/or decision-making process (Code for Dealing with Personal Interests | NWO).

NWO strives to achieve an inclusive culture where there is no place for conscious or unconscious barriers due to cultural, ethnic or religious background, gender, sexual orientation, health or age (Diversity and inclusion | NWO). NWO encourages members of an assessment committee to be actively aware of implicit associations and to try to minimise these. NWO will provide them with information about concrete ways of improving the assessment of an application.

4.1 The San Francisco Declaration (DORA)

NWO is a signatory to the San Francisco Declaration on Research Assessment (DORA). DORA is a worldwide initiative that aims to improve the way research and researchers are assessed. DORA contains recommendations for research funders, research institutions, scientific journals and other parties.

DORA aims to reduce the uncritical use of bibliometric indicators and obviate unconscious bias in the assessment of research and researchers. DORA's overarching philosophy is that research should be evaluated on its own merits rather than on the basis of surrogate measures, such as the journal in which the research is published.

When assessing the scientific track record of applicants, NWO makes use of a broad definition of scientific output.

NWO requests committee members not to rely on indicators such as the Journal Impact Factor or the h-index when assessing applications. Applicants are not allowed to mention these in their applications. You are, however, allowed to list other scientific products besides publications, such as datasets, patents, software and code, et cetera.

For more information on how NWO is implementing the principles of DORA, see DORA | NWO.

4.2 Procedure

You can submit applications at any time. As soon as the indicative data for reviewing your application are known, you will be informed of this. NWO strives to achieve a critical assessment within a maximum of three months, counting from the submission date of your application.

The application procedure consists of the following steps:
- submission of the proposal;
- admissibility of the proposal;
- pre-advice from the assessment committee;
- assessment committee meeting;
- decision-making.

An external, independent assessment committee will be assigned for this Call for proposals, consisting of representatives from science with knowledge of the field.

The task of the assessment committee is to assess the applications and the relevant documents that are submitted, in conjunction with each other and with regard to both the respective merits of each application and the selection criteria outlined in this Call for proposals.

Due to both the expertise present in the assessment committee and the small size of the grant, NWO has decided with regard to the assessment of these applications to exercise the option outlined in Article 2.2.4, paragraph 2, of the NWO Grant Rules 2017, to assess all applications without involving referees.

4.2.1   Submission of a proposal

For the submission of the proposal, a standard form is available on the funding page of this Call for proposals on the NWO website. When you write your proposal, you must adhere to the questions stated on this form and the procedure given in the explanatory notes. You must also adhere to the conditions for the maximum number of words and pages.
Your complete application form must have been received before the deadline via ISAAC (see section 1.3). After this deadline, you can no longer submit a proposal. After submitting the proposal, the main applicant will receive confirmation of receipt.

4.2.2   Admissibility of the proposal

As soon as possible after you have submitted your proposal, you will hear from NWO whether or not your proposal will be taken into consideration. NWO will determine this based on several administrative criteria (see the formal conditions for submission, section 3.4). NWO can only take your proposal into consideration if it meets these conditions.
Please bear in mind that within two weeks after the submission deadline, NWO may approach you with any possible administrative corrections that need to be made so that your proposal can meet the conditions for submission. You will be given one opportunity to make the corrections, and you will be given five working days to do so.

Review of applications and budgets
The order in which applications will be reviewed is determined by the date and time the application was submitted in the online system ISAAC. If an application is submitted to a TDCC domain that has already reached its grant ceiling, the application will be rejected without any further consideration.

4.2.3   Pre-advice assessment committee

After this, your proposal will be submitted for comments to several members of the assessment committee (the pre-advisers). The pre-advisers will provide a written substantive and reasoned response to the proposal. They will formulate these comments based on the substantive assessment criteria (see section 4.3.1) and will give the proposal a numerical score per assessment criterion. For this, the NWO score table will be used (on a scale of 1 to 9, where "1" is excellent and "9" unsatisfactory).

4.2.4   Meeting of the assessment committee

Applications are not in any kind of competition with each other. The assessment committee will review each application in the order in which it has been received on its own merits and according to the criteria stated in this Call.

The committee then issues a written recommendation regarding the quality of the proposal for the NWO executive board. This recommendation is based on the assessment criteria. The proposal must receive an overall qualification of at least "very good" to be eligible for funding. The proposal must also receive at least the qualification "good" for each of the individual assessment criteria.
For more information about the qualifications, see Applying for funding, how does it work? | NWO.

4.2.5 Decision-making

Finally, the NWO executive board will assess the procedure followed as well as the recommendation received from the assessment committee. They will subsequently determine the final qualifications and make a decision over awarding or rejecting the proposals.

4.2.6 Timetable

Below, you will find the timetable for this Call for proposals. During the current procedure, NWO might find it necessary to make further changes to the timetable for this Call for proposals. You will be informed about this in time.

Applications	
15 November 2023 CET until 15 November 2024 at 14:00:00 CET.	**Time slot and deadlines applications**
Several weeks prior to the decision by the board	Assessment committee meeting
Within three months of submission (period being aimed for)	Decision by the board

4.3 Criteria

4.3.1 Substantive assessment criteria

The applications submitted within this Call for proposals will be substantially assessed on the basis of the following criteria:

1. <u>Involvement of the TDCC domain in composing the application (33%)</u>
   a. The degree to which a transparent, community-driven process has been followed in order to, in consultation with the TDCC domain, arrive at the proposed project or projects and create the necessary support. Aspects that will be reviewed:
      - Involvement of the parties from the TDCC domain relevant to the project, such as the parties listed in the roadmaps.
      - Public, widely advertised gatherings, attracting sufficient representation from the relevant parties.

2. <u>Relevance (33%)</u>
   a. The degree to which the application corresponds to the ambitions and topics given in the TDCC roadmap.
   b. The impact of the project. Aspects that will be reviewed:
      - Impact of digitisation in general.
      - Impact of the ambitions of the TDCC in particular.
      - Application of FAIR principles, if relevant to the project.
   c. The degree to which the TDCC domain will be served.
   d. The urgency and time-sensitivity of the project.

3. <u>Project design (33%)</u>
   a. The degree to which the application convincingly demonstrates that the project will build on existing knowledge and projects.
   b. The degree to which the proposed project design brings together initiatives in the same area, while endeavouring to connect them and prevent compartmentalisation.
   c. The degree to which proposed project design maximises the chances of achieving its aim.
   d. The budget is realistic and supports the project design.
   e. If an application consists of several subprojects, there is a logical and cohesive overarching design.

5 Obligations for grant recipients

This chapter details the various obligations that - in addition to the conditions stated in section 3.5 - apply after funds have been awarded.

5.1.1 Thematic DCCs

Applicants are expected to maintain good lines of communication with the TDCC. This is reflected in:

- A meeting on the progress of the project with the relevant TDCC network coordinator(s) and the two coordinators appointed by NWO/ZonMw at least twice a year (see section 6.1.1);
- Active participation in the gatherings organised by the TDCC by sending a project representative.

5.1.2 Project duration

A project without subprojects will run for a maximum period of 24 months. A project with subprojects will run for a maximum period of 30 months, where the maximum duration of any individual subproject is 24 months. In all cases, the project must start within six months of a decision allocating funding.

5.1.3 Accountability and project conclusion

The main applicant is responsible for reporting on the project. For projects funded by this programme, NWO requires an annual progress report. At the conclusion of the project, NWO will require a final substantive and financial report. If the project is shorter than one year, there is no need for an interim progress report.

5.1.4 Intellectual property

With respect to intellectual property (IP), the NWO IP policy applies. This can be found in Article 4 of the NWO Grant Rules 2017.

Applicants must carry out a project funded by NWO during the time that they work for the knowledge institution. If an applicant or a researcher funded by NWO is appointed by more than one employer, then the other employer should relinquish any possible IP rights that emerge from the project of the applicant.

5.1.5 Socially responsible licensing

The knowledge that emerges from the project could be suitable for use in society. When agreements are being made about licensing and/or the transfer of research results developed under this Call for proposals, the ten principles for socially responsible licensing should be taken into account, as stated in the NFU factsheet (Ten principles for Socially Responsible Licensing).

5.1.6 Open Access

As a signatory to the Berlin Declaration (2003) and a member of cOAlition S (2018), NWO is committed to making the results of the research it funds openly accessible via the internet (Open Access). By doing this, NWO gives substance to the ambitions of the Dutch government to make all publicly funded research available in Open Access form. Scientific publications arising from projects awarded on the basis of this Call for proposals must therefore be made available in Open Access form in accordance with the Open Access Policy.

Scientific articles

Scientific articles must be made available in Open Access form immediately at the time of publication (without embargo) via one of the following routes:

– publication in a fully Open Access journal or platform registered in the DOAJ;
– publication in a subscription journal and the immediate deposition of at least the author accepted manuscript of the article in an Open Access repository registered in Open DOAR;
– publication in a journal for which a transformative Open Access agreement exists between UNL and a publisher. For further information, see Open Access | NWO.

Books

Different requirements apply to scholarly books, book chapters, and edited collections. See the Open Access Policy Framework at Open Science | NWO.

CC BY licence

To ensure the widest possible dissemination of publications, at least a Creative Commons (CC BY) licence must be applied. Alternatively – in case of substantial interest – the author may request to publish under a CC BY-ND licence. For books, book chapters, and collected volumes, all CC BY licence options are allowed.

Costs

Costs for publication in fully Open Access journals can be budgeted in the application using the budget module for 'material costs'. Costs for publications in hybrid journals are not eligible for reimbursement by NWO. For Open Access books, a separate NWO Open Access Books Fund is available.

For more detailed information about NWO's Open Access policy, see Open Science | NWO.

6 Contact and other information

6.1 Contact

6.1.1 Specific questions

For specific questions about this Call for proposals, please contact:
Dr Femke Stephan, thematisch-dcc@nwo.nl, +31 (0)70 344 0522.

For information about the specific TDCCs, please contact the TDCC secretaries:

- Dr. Ana de Castro (domain Science) – secretary TDCC LSH – a.decastro@nwo.nl
- Drs. Margreet Bloemers (ZonMW) – secretary TDCC LSH – bloemers@zonmw.nl
- Drs. Paul Blank (domain Applied and Engineering Sciences) – secretary TDCC NES – p.blank@nwo.nl
- Dr. Sophie Schmid (domain Science) – secretary TDCC – s.schmid@nwo.nl
- Drs. Alice Dijkstra (domain Social Sciences and Humanities) – secretary TDCC SSH – a.dijkstra@nwo.nl
- Lisa de Kok, MSc. (domain Social Sciences and Humanities) – secretary TDCC SSH – l.dekok@nwo.nl

6.1.2 Technical questions about the web application ISAAC

For technical questions about the use of ISAAC, please contact the ISAAC helpdesk. Please read the manual first before consulting the helpdesk. The ISAAC helpdesk can be contacted from Monday to Friday between 10:00 and 17:00 hours on +31 (0)70 34 40 600. However, you can also submit your question by email to isaac.helpdesk@nwo.nl. You will then receive an answer within two working days.

6.2 Other information

NWO processes data from applicants received in the context of this Call in accordance with the NWO Privacy Statement, Privacy Statement | NWO.

NWO might approach applicants for an evaluation of the procedure and/or research programme.

7 Annexes:

7.1 Explanation of budget modules

It is possible to apply for the funding of the salary costs of personnel who make a substantial contribution to the research.

In this grant round, salary costs of personnel will be funded based on the collective labour agreement pay scale of the employee concerned, in accordance with the applicable rate at the time of awarding the grant, as taken from Table 2.2, column 'Hourly rate productive hours, excl. Dutch VAT' from the *Handleiding Overheidstarieven* [HOT- Manual Dutch Government Rates] (Salary tables | NWO).

NWO uses a one-off official indexation of salary costs[1] with regard to HOT rates for proposals submitted before January 1st that are awarded funding after January 1st.

The mandatory one-off indexing does not affect the level of the grant ceiling or the maximum amount of the grant awarded for each proposal. Both the level of the grant ceiling and the maximum amount of the grant awarded will remain unchanged during the assessment procedure. The mandatory one-off indexing will be applied after the decision-making process about awarding or rejecting proposals is completed.

If co-funding is required or permitted then the one-off mandatory indexing will have no consequences for the co-funding requirement or the IP rights that can emerge from the co-funding.

Non-scientific staff (NSS)

NSS refers to student assistants, programmers, technical assistants and analysts at the institutions referred to in section 3.1.

The scope of the appointment ranges from a minimum of one full-time month and a maximum of 24 full-time months. The total of FTE x duration of appointment should always be a minimum of one full-time month.

Permanent staff

This refers to personnel who have a permanent appointment at the institutions referred to in section 3.1. Individuals must already be employed prior to the grant being awarded. Individuals who work on zero-hours contracts are not included in permanent staff.

This category takes in both academic and non-academic staff. In order to count as academic staff, one must hold the rank of full, associate or assistant professor, or be a researcher appointed to a comparable position. A comparable position means a researcher has a demonstrable and equivalent number of years of experience in carrying out scholarly research and supervising other researchers as a full, associate or assistant professor.

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[1] July 1st, August 1st and January 1st are the dates on which the relevant rates are generally adjusted; for indexation, the date of the actual annual adjustment will be taken into account.

Non-academic staff means an individual must be appointed as a student assistant, programmer, technical assistant, analyst, data steward, software steward, research software engineer or comparable position. A comparable position means that the staff member has demonstrable expertise required to function as a data steward or in software and/or computing, and that this expertise can be specifically linked to the objectives of the current programme. This excludes in any case positions that have an administrative, management or secretarial character.

The scope of the appointment ranges from a minimum of one full-time month and a maximum of 24 full-time months. The total of FTE x duration of appointment should always be a minimum of one full-time month.

Explanation of budget module Material

The applicant is responsible for distributing the total amount of material budget across the NWO-funded personnel positions. The material budget that can be applied for is specified according to the three categories below:

Project-related goods/services
- consumables (e.g. glassware, chemicals, cryogenic fluids, etc.);
- measurement and calculation time (e.g. access to supercomputer, etc.);
- costs for acquiring or using data collections (e.g. from Statistics Netherlands [CBS]), for which the total amount may not be more than €25,000 per proposal;
- access to large national and international facilities (e.g. cleanroom, synchrotron, etc.);
- work by third parties (e.g. laboratory analyses, data collection, citizen science, etc.).

Travel and accommodation costs for the personnel positions applied for
- travel and accommodation costs;
- conference attendance (maximum of two per year per scientific position applied for);
- fieldwork;
- work visit.

Implementation costs
- national symposium/conference/workshop organised by the project researchers;
- costs for Open Access publishing (solely in full gold Open Access journals, registered in the "Directory of Open Access Journals" https://doaj.org/);
- costs for data management;
- costs involved in applying for licences (e.g. for animal experiments);
- audit costs (only for institutions that are not subject to the education accountants protocol of the Ministry of Education, Culture and Science), maximum €5,000 per proposal; for projects with a duration of three years or less, a maximum of €2,500 per proposal applies.

Costs that cannot be applied for are:
- basic facilities within the institution (e.g. laptops, office furniture, etc.);
- maintenance and insurance costs.

7.2 Abbreviations used

DTL – Dutch Techcentre for the Life Sciences
DANS – Data Archiving and Network Services
EPOS-NL – European Plate Observing System - Netherlands
Health-RI – Health Research Infrastructure
NLeSC – Netherlands eScience Center
ODISSEI – Open Data Infrastructure for Social Science and Economic Innovations

7.3 Roadmaps

The roadmaps from LSH, NES and SSH are on the NWO website, see link below:
https://www.nwo.nl/en/researchprogrammes/implementation-plan-investments-digital-research-infrastructure/roadmaps-three

Homepage | NWO