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IAS-Luxembourg
Funding Instrument AUDACITY

Call description and guidelines for applicants

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Call information and forms:
https://wwwen.uni.lu/ias

Online submission tool:
https://research.uni.lux

Timeline 2022 Call:

Publication of call	Submission deadline	Selection Committee Meeting	Communication of call results	Earliest project start date
1 June 2022	30 Sept 2022 @2pm (CET)	24-25 Nov 2022	Mid-December 2022	1 March 2023

Description and application guidelines

The Institute for Advanced Studies – IAS-Luxembourg provides funding opportunities for researchers from-, or affiliated to-, the University of Luxembourg (UL) with the aim to elaborate bold and interdisciplinary projects at the very forefront of science and having a distinct risky and audacious character.

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PRELIMINARY REMARKS

- AUDACITY 2022 is a call for audacious projects within the frame of the IAS. The AUDACITY call is open to all disciplines and sectors and exclusively supports excellence and interdisciplinarity through risky and bold research projects.

- The **deadline** for project submission is on **30th September 2022 at 2pm (CET)**. The Research Support Department (RSD) and the Research Facilitators are the first contact in case of questions. Project submission forms and useful information are available on the IAS web pages. Enquiries can be sent to ias@uni.lu.

1. Description of the AUDACITY call

1.1   Introduction

The AUDACITY funding instrument is part of the Institute for Advanced Studies of the University of Luxembourg, and has the objective to leverage bold and interdisciplinary projects at the very forefront of science, to break the walls between scientific disciplines and sectors, and to foster collaboration at University of Luxembourg. Even though AUDACITY projects mostly address fundamental questions in the early stage of science, they are equally relevant for global challenges such as digitalisation, diminishing natural resources, climate change, environmental issues, health, demography, economic growth, education or social inclusion, which are so multifaceted and intricate that they can only be solved through interdisciplinary approaches.

Driven by excellence and interdisciplinarity, the AUDACITY call is **open to all disciplines and sectors**. While AUDACITY does not provide funding to other institutions (see section 1.2), it encourages collaborative research across UL entities and joint actions with Luxembourgish and foreign partners. AUDACITY projects have typically a lifespan of 2 to 4 years and funding is granted on a competitive basis (see section 4, AUDACITY-selection).

Co-Project Investigators who have been granted an AUDACITY project do automatically join the IAS-Luxembourg as IAS fellows for the duration of the project.

AUDACITY discourages the application of projects that were unsuccessful in other external calls. Project ideas recently submitted to the European Research Council, but which have not been retained for funding, are eligible.

AUDACITY covers funding for Doctoral candidates, Post-doctoral researchers and technical staff employed on the project. Costs related to consumables, Open Access publications, patents, travel and small equipment can be covered by the call, see section 2.5 for more details on eligible costs within the AUDACITY call.

1.2   Eligibility for participation

The interdisciplinary nature of AUDACITY projects conditions that they are typically led by two or three Principal Investigators (PI), who equally contribute to the overall interdisciplinary objective of the project. Consequently, the AUDACITY instrument refers to the general term of **Co-Principal Investigators** (Co-PIs) and among them to the **Coordinating-PI** (see section 2.1).

The following researchers are eligible Co-PIs within the AUDACITY instrument of the IAS-Luxembourg:

- Full, Associated or Assistant Professors as Coordinating-PI or Co-Principal Investigators.

- Permanent Research Scientists holding a full ADR as Coordinating-PI or Co-Principal Investigators.

- Affiliated Professors[1] as Co-Principal Investigators.

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[1] Affiliated Professors in the sense of the University law of 27 June 2018, Section IV, Art. 28, and related internal regulations (ROI) in force.

AUDACITY provides funding exclusively to UL staff. Nevertheless, Luxemburgish research partners (institutions or individuals) such as Luxembourg Institutes from the public or private sector can participate as "non-contracting partners" to the project without direct financial support from UL. In such case, the participation and the funding contribution of the partner institution should be clearly defined in the project description.

1.3   Exclusion period

Principal Investigators who have been awarded an AUDACITY research project are excluded from next call (for 1 call - example: funding received for an AUDACITY project in the call 2021, implies the exclusion of the Co-PIs for the call 2022), regardless of the duration of their project.

2. Requirements for project application

2.1   Principal Investigators and project coordination

The **Co-Principal Investigators** (Co-PIs) participating in an AUDACITY project should:

- comply with the AUDACITY eligibility requirements (section 1.2) and belong to different departments or UL-entities.

- be equally responsible for designing, managing and executing the project activities on a day-to-day basis, while respecting high standards of ethical principles and research integrity.

- ensure the scientific quality of the research and the project contribution to the four missions of the IAS-Luxembourg:
  - to leverage bold and interdisciplinary research at the very forefront of science.
  - to symbolize UL's values of excellence, interdisciplinarity and internationality.
  - to build bridges in-between the UL community, international visitors and the society.
  - to contribute to the attraction and retention of international talent.

Among the Co-PIs, the **Coordinating-PI** organises the writing and submission of the project proposal, facilitates interdisciplinary approaches, the coordination between the different Co-PIs, the reporting, and the exchange with the UL administration and governance, as such, the **Coordinating-PI** is the single point of contact with the Head of IAS-Luxembourg and the Research Support Department. The Coordinating-PI is also the budget owner.

2.2   Specificities of the AUDACITY projects

Duration and budget ceiling

An AUDACITY project has a maximum duration of **4 years** but projects with a shorter lifespan of 2 to 3 years are also eligible. In conformity with the University law, if an AUDACITY project budget covers the funding for a doctoral candidate, the project duration must be at least 3 years and maximum 4 years. If the project is extended to 4 years, the financial provision should be made from participating entities (i.e. faculties and centres) to allow a doctoral life-span beyond 3 years.

The IAS-funding granted to an AUDACITY project is limited to a maximum of **400 000 €**. An

argued adaptation of project duration and cost-neutral budget shifts between budget lines during the course of the project are possible. In such case, UL's Research Facilitators or UL's Research Support Department shall be contacted as early as possible.

Multiple project submission, project resubmission and follow-up

A researcher can only participate in one single proposal per call, both as a co-PI and as a coordinating PI.

Projects, which have been submitted in previous AUDACITY calls and have not been retained for funding, cannot be resubmitted in following calls, unless a resubmission is explicitly encouraged in the letter of decision from the Head of IAS, or the project has been so substantially modified that it can be considered as a new proposal.

Participants to the AUDACITY call confirm that the research planned in the submitted AUDACITY project is not funded by other means. The combination of an AUDACITY project with other IAS funding instruments ([Funding Instruments (uni.lu)](#)) is possible.

Follow-up projects are not eligible, as their maturity must allow a submission to external funding instruments available at FNR, Horizon Europe, ERC, ESA or others.

2.3   Intellectual property rights (IPR) and authorship

IPR

For employees of the UL, the Intellectual Property Rights (**IPR**) fall under the UL policy in force for the valorisation of research results such as stated in the University law, the working contract and the Guiding principles for the valorisation of research results and intellectual property rights[2].

A consortium agreement, including an intellectual property rights agreement, has to be set-up with the **Office for Partnership, Knowledge and Technology Transfer** (PaKTT Office) if a project partner is not employed by UL, this includes the cases of Affiliated Professors and self-employed doctoral candidates. The Research Facilitator may seek support from PaKTT Office for filling the agreement (paktto@uni.lu).

Funding acknowledgement statement

Publications and any other communication materials generated by the AUDACITY funding instrument must acknowledge the financial support from the IAS in the following form: "*Author X acknowledges financial support of the Institute for Advanced Studies of the University of Luxembourg through an Audacity Grant (AUDACITY-Year)*".

Result valorisation

The valorisation process allows the University of Luxembourg to protect, valorise and transform foundational research results into products, processes, services or, innovative and economically viable forms of technology duly protected by intellectual property rights. According to the national law, all researchers who decide to valorise an innovative result,

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[2]https://wwwen.uni.lu/media/files/guiding_principles_for_the_valorisation_of_research_results_and_intellectual_property_rights

resulting from their scientific work, must declare it to their employer. The **PaKTT Office** at UL provides support and guidance for researchers who aim to valorise their results. Further questions regarding IPR issues, shall be raised to the attention of the PaKTT Office (PAKTTO@uni.lu) or support structures/officers at the concerned entity of the University.

2.4 Ethics, Open Science, gender and doctoral education

Code of conduct, ethics and personal data

UL promotes the responsible conduct of research as described in the **University of Luxembourg - Code of Conduct**[3], also respects fundamental ethical principles as listed in the Charter of Fundamental Rights of the European Union. Any research involving the participation of human subjects, animals or the use of biological materials or personal data, or which may represent a risk for the environment or for society, is considered as having an ethical component. Ethical components have to be specifically addressed in the AUDACITY proposal, by fulfilling the **ethics principles**[4] in force at UL. The following panels and contact points might be of relevance:

- The Cordinating-PI <u>must consult</u> the **Ethics Review Panel** of the University of Luxembourg (ERP, erp-submissions@uni.lu) regarding the general ethical aspects of their projects before beginning their research. The Ethics Review Panel may not intervene after the start of a research project phase that raises ethical questions. It may not approve a research project *a posteriori*! If the project deals with human subjects or samples, the **Comité National d'Éthique de Recherche**[5] (CNER) and/or the **Commission Nationale de la Protection des Données**[6] (CNPD) need to extend their approval prior to the launch of the project.

- In case the experimentation involves animals, the **Animal Experimentation Ethics Committee** of the University of Luxembourg (AEEC, aeec@uni.lu) shall be consulted. This committee examines and delivers an opinion on projects that use animals for scientific purposes.

- For projects handling personal data, the **Data Protection Officer** at UL (DPO, dpo@uni.lu) provides advice and guidance about data protection to University staff and is the contact person for the National Commission for Data Protection (CNPD). Such projects shall receive approval of the CNPD prior to the start of the project.

Open Science and DORA

UL encourages the dissemination of research results towards the scientific community and the greater public, as well as their protection and economic exploitation, along the general principle "as open as possible - as closed as necessary". In order to maximize the impact of research outputs on science and society, Co-PIs are encouraged to disseminate broadly the AUDACITY project results through high quality, scholarly publications with an immediate access to the final peer-reviewed contents. Article processing charges (APC) for full Open Access publications or similar fees are eligible for funding through the AUDACITY instrument.

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[3] University of Luxembourg - Code of Conduct
[4] https://wwwen.uni.lu/research/researchers_research/standards_policies
[5] www.cner.lu
[6] www.cnpd.lu

In the spirit of the San Francisco Declaration on Research Assessment (DORA), the UL also recognizes the value of other research outputs and encourages notably AUDACITY applicants to deposit research data according to the FAIR principles on field-specific or generic repositories.

In the same line, reviewers evaluating applications to the IAS calls are expected to give value to all types of research outputs independently of journal-based metrics.

Gender equity

UL wishes to promote gender equity in research and academic careers. Within this general principle, the University will ensure that the Scientific Council of the IAS maintains its own gender balance, receives relevant gender-awareness training material and incorporates the University Gender delegate[7] as an observer in the selection process.

Doctoral education

Doctoral candidates of an AUDACITY project are registered in one of the doctoral programmes of the University of Luxembourg. Further information on doctoral education at UL can be found under "Doctoral education[8]" and "Office of doctoral studies – BED[9]".

2.5   Eligible costs

The maximum funding of an AUDACITY project is **400 000 €** and can be annually distributed in an *ad hoc* manner over the entire project duration (maximum 4 years). Where necessary, the AUDACITY call provides funding to recruit non-permanent staff, namely **doctoral candidates**, **post-doctoral fellows**, and **technical staff** for the duration of the project.

Administrative support staff are not covered by AUDACITY and shall be supported by the entities. Requested project costs must be essential for the project implementation and are detailed in the Project Budget Form (Excel table).

The below table provides a résumé of eligible costs, while detailed information relevant for the budget establishment are covered in section 3.5.

#	AUDACITY costs	Eligibility	Applicability
A	Personnel costs	YES	Doctoral candidates, post-doctoral fellows, technical staff.
B	Third party collaborator, experts, subcontracting	YES	Invited expert(s) fees. Subcontracting, if no other UL component is able to do the activity.
C	Equipment	YES	Including computer. Max. 5000€ by project.
D	Travel costs	YES	Consult the UL financial guidelines*
E	Documentation	YES	Communications, advertising, purchase of books, journals.

			Max. 4000€ by project.
F	Other costs	YES	Catering, logistics, room rental. Open Access publications, patents.
G	Operating expenses (consumables)	YES	

*see Intranet: ULI > The University > SFC > Policies and Procedures

2.6   External contribution to AUDACITY projects

Affiliated Professors

Affiliated Professors[10] of the University of Luxembourg can participate as Co-PIs but not as Coordinating-PI, under the condition that their salary and in kind contribution to the AUDACITY projects are financially supported by their respective institution. Their contribution to the Audacity project has to be indicated in the budget form (Additional income = category R). Affiliate Professors typically contribute through the supervision of doctoral candidates and postdocs. For each UL position (co)-supervised by an Affiliate Professor, his/her institution financially support an equivalent position specific to this institution, by this adding human resources to the AUDACITY consortium and strengthening national collaboration toward interdisciplinary research.

Contribution from other IAS funding instruments

Financial supports from the other IAS instruments DISTINGUISHED, YOUNG ACADEMICS and BRAINSTORM are considered an external source of funding that contribute to the overall objective of the AUDACITY project. If you plan a combination of different IAS funding instruments, please list all the additional forecasted funding supports in the appropriate budget section.

Other external contributions

Private financial donation by a charitable organisation or additional financial support from public organisations to the project are considered as external financial contributions, which should be listed in the budget sheet.

External partner's contributions not coming from UL to the project as "non-contracting partner" are considered as an external source of funding.

3. Practical application to the AUDACITY call

3.1 Key rules

* Proposals must be written in **English**. Refer to the application templates for further instructions.

* The Project Application Form must be accompanied by a Project Budget Form (an online submission form), both forms have to be submitted together.

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[10] Affiliated Professors in the sense of the University law of 27 June 2018, Section IV, article 28, and related internal regulations (ROI) in force.

- Please use Arial, font 11, single space to fill in the application form.

- All proposals for the AUDACITY call will have to be submitted via the online submission tool (https://research.uni.lux).

- No modification after the deadline will be accepted. Incomplete proposals and those received after the deadline will not be processed. Major budgetary errors may result in the rejection of the proposal. Do not hesitate to interact with the RSD in case of doubt.

3.2 Tasks prior to submission

1. **For researchers with few research projects.** Your submission can gain in quality and strength by being pre-reviewed. Most helpful is to have your pre-final version read by a senior colleague with long experience in successful grant writing from a neighbouring, not your own immediate speciality. This will ensure that you "sell" your application well to the UL research community and the College of IAS fellows during the project pitch presentation, and finally to the IAS Scientific Council composed of both UL-internal and UL-external experts with proven interdisciplinarity and responsible for final ranking. This step is part of the University's quality assurance process.

2. Please contact your HR partner for details about researcher and technician employment, e.g. concerning contract duration of CDDs.

3. **Submit the electronic Project Announcement Sheet (e-PAS)**

   • The e-PAS is requested by the Research Support Department prior to submission to confirm that your AUDACITY application is approved by all necessary instances in your Faculty or Interdisciplinary Centre.

   • Go to the online submission tool **https://research.uni.lux** and create a new **electronic Project Announcement Sheet**. For further information, please see the instructions online.

   • If applicable, please upload also the ADR approval letter via the online submission tool **before** the deadline.

3.3 Application process

The application process itself consists of **4 main steps.** After filling in the application form (Word-file) offline, please go to the online submission tool https://research.uni.lux. You will be guided by the system through the application process.

Step 1: Fill in the application form (please carefully read sections 3.4)

- Download the application form and the budget template (see Document Templates (uni.lu))

- Standardize the file name:
  "UL-IAS-AUDACITY-2022_ProjectACRONYM_PI LastName_PI FirstName".

- In the application form, fill in the requested information (please read carefully section 3.4). Transform the completed form into a PDF-file.

- Please fill in the provided budget template (carefully read section 3.5), as you will be asked to enter the amounts online via the **online submission tool**, and send the Budget

in the Excel file to ias@uni.lu.

Step 2: Upload the application form, complete the general project information via the online submission platform

- Upload the application form as PDF-file.

- Via the online submission platform, please check and edit the general project information, project description and abstract retrieved from the e-PAS.

Step 3: Fill in the budget information via the online submission tool or attach the budget excel file together with the project proposal as a separate file.

Step 4: Invite your research facilitator/coordinator for proposal validation

- Via the online submission tool, you are required to invite your research facilitator / coordinator to validate your proposal including the budget. They can provide detailed advice and support. Please, ask for their internal deadline.

Please make sure that all items on the AUDACITY Checklist are checked. No submission prior to completed check is possible.

3.4 Application form

1. General project information

Project ACRONYM, project title, starting date (earliest possible starting date: 01 March 2023), duration (months), budget (maximum 400k€), recruitment (doctoral, postdoctoral fellows, technical staff on non-permanent contract).

Co-Principle Investigators (Co-PI)

Please fill-in the requested information for the Coordinating Co-PI and the other Co-PIs (maximum 3 Co-PIs from different departments or entities, larger consortia can be brought to the attention of the VRR prior to project submission).

2. Project description

2.1 Abstract (max. 0.5 page)

- Describe the main idea of your project in a scientifically oriented summary.

- The abstract should be concise, clear, informative and self-contained.

- As reviewers may be biased for or against a project after reading the abstract, make clear **why** the work is so important, risky, and interdisciplinary.

- Please use a "lay writing style" that targets at a general interdisciplinary audience.

2.2 State-of-the-art including your own relevant previous work. (max. 1 page)

- Describe the current scientific state of the art and on-going developments in fields relevant to your proposal, including your own previous work.

- Include available theories, concepts or solutions, as well as conclusions (possibly with

references to literature).

- Provide an assessment of research needs (the main conclusions leading to the proposal).
- List the details of relevant references, including own work, in section 6 of the project proposal form (Bibliography).

2.3 Project description and objectives (max. 2 pages)

- Please note, that "Interdisciplinarity" and "Excellence" are essential criteria for the project evaluation. An AUDACITY project shall be a project between Co-PIs of different departments in a Faculty, different research groups in an Interdisciplinary Centre.

  The IAS applies the following definition of **interdisciplinary** research: "*a mode of research by teams or individuals that integrates information, data, techniques, tools, perspectives, concepts, and/or theories from two or more disciplines or bodies of specialized knowledge to advance fundamental understanding or to solve problems whose solutions are beyond the scope of a single discipline or area of research practice*[11]".

  Audacity: research conducted at the forefront of science that goes beyond the actual boundaries of knowledge, based on an idea which is unusually good and showing a willingness to take bold risks.

- **In this section**

  o Describe the interdisciplinary/ intersectoral nature and the strong originality of the project in general.
  o Explain why the interdisciplinary approach is important, i.e. the high risky and bold approach and the added-value compared to two or three separate individual projects.
  o If applicable, explain how the project targets the generation of fundamental knowledge.
  o If applicable, describe the potential use of the results by other disciplines.

- **Project objectives are best in the form of "scientific hypotheses"**

  o Outline your project's contribution to the research needs.
  o Clearly define the goal, objectives, focus and scope of the project in a realistic and, as far as possible, measurable form.
  o State the main research questions and/or hypothesis to be addressed.
  o Make your text crisp and concise.

2.4 Research approach and methods (max. 0.5 page)

- Outline the approach (methodology) and methods used to address the research questions and hypotheses. Detail the interdisciplinary features of the approach in line with the project plan in section 2 of the form. References must be listed in the bibliography in section 7 of the form.

- AUDACITY projects are risky in essence, describe how risks will be managed and quality be assured.

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[11] Facilitating Interdisciplinary Research, Committee on Facilitating Interdisciplinary Research, National Academy of Sciences, National Academy of Engineering, Institute of Medicine, 2005

3. Project plan (max 2 pages: 1 page of text and a Gantt chart on a second page)

The project plan is illustrated by a Gantt chart (format of your choice), it describes the work planned in work packages including, if applicable, the progression of the doctoral candidate(s), provides brief argumentation on how the work packages articulate and the structure of the main steps and tasks involved to achieve the project results.

4. Project outcomes and follow-ups (max. 0.5 page)

- **Contribution to advancement of knowledge and UL's research community.** Describe the project's contribution to knowledge production and how the results are exploited and disseminated within the research community. That is, how the project outcomes contribute to (1) the promotion of interdisciplinarity across UL, (2) advancement of the state of the art, (3) the development of the scientific community, and the UL and its entities in terms of capacities, competencies, visibility and attractiveness.

- If applicable, describe how the research project will contribute to knowledge generation and the future of society. Describe what efforts (publications and other activities) are foreseen in order to increase public awareness, well-being, and understanding of the research field.

- **Future research plans.** Indicate how the results of the project can be the basis for future research and what plans exist (depending on the results) to apply for projects outside UL.

- **Exploitation and dissemination of research results.** Please explain the **measures** that will ensure exploitation after the end of the project.

- Please bear in mind that the Communication Department of the University of Luxembourg can support the dissemination of your research results. For this purpose, you can contact the Head of the Communication Department (communication@uni.lu).

5. Description of the AUDACITY project consortium (max. 0.5 page)

- Describe the **AUDICITY project team** including the profile of the non-permanent staff to be recruited on the project (doctoral, postdoctoral fellows, and technical staff), the role and intellectual input from Affiliated Professors. For projects involving an Affiliated Professor please estimate the financial contribution of the sister institution (i.e. Luxembourg Institutes of) in the budget form (doctoral candidate under contract at the sister institution, lab work, analyses, …).

- Address potential issues related to Intellectual property rights and confidentiality, especially if subcontracting part of the work to externals, generating and sharing results with sister institution in Luxembourg and abroad.

- **National and international collaboration.** Describe potential national and international interest in the project and its results, including the potential for future collaboration.

6. Legal and ethical requirements (max. 1 page)

Describe all potential issues regarding data protection, intellectual property rights and ethical issues for the whole project (not only for activities carried out in Luxembourg). Explain how you are going to address these, e.g., anonymous data processing, consent forms, contracts with companies involved and specify any already existing permission and/or authorisation for the proposed work. Please consult the University of Luxembourg's Policy on Ethics in Research

and international codes of conduct[12].

<u>**7. Bibliography (max. 20 references)**</u>

- Include for each reference the names of all authors, year of publication, the article and journal title, book title and publisher, volume number, and page numbers. If the document is available electronically, the DOI number or website address should be mentioned, too.

- Apply the formatting style common in your research field.

- Mark own publications in the bibliography by underlining the author(s) who participate(s) in the project.

<u>**8. Curriculum vitae of the Co-PIs**</u>

- For each of the Co-PI (section 3.4, paragraph 1), please include maximum 1 page of CV, titles of the 2 most impactful research projects as leader and if available a link to personal home pages or similar.

3.5 Budget template (see the Excel budget table)

This template helps you to get familiar with the required information. The costs will be directly entered via the online submission tool.

- All amounts are to be entered in euros (€) without cents.

- For all expenses, the procedures and limits in force at the time the expenses occur will apply. Please consult the latest financial guidelines in the Intranet[13]

- Major budget errors may lead to rejection of the proposal.

- Please consider alternative or complementary sources of funding, such as IAS Luxembourg "Distinguished", "Young academics", and "Brainstorm" instruments, EU, [Research and innovation | European Commission (europa.eu)](), [Home | Erasmus+ (europa.eu)]() or FNR RESCOM, FNR AFR individual, PRIDE, [FNR - Luxembourg National Research Fund]() and others.

<u>**Budget categories:**</u>

Category A1: UL staff and Affiliated Professor (if applicable) contribution to the AUDACITY project not eligible for financial support

- List and enter the personnel category for the Co-PIs and any other contributors from UL staff.

- Contributors can include for instance staff working at UL but financed by a third party, such as the EU, industry, AFR individual or PRIDE doctoral or postdoctoral grants.

- Enter the period of involvement and the number of hours per week in the project of each contributors. Most contributors will probably be involved for the whole duration of the project.

- Co-PIs are required to spend at least 5 hours per week on the overall project.

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[12] Download on : http://wwwen.uni.lu/research/standards_policies and http://www.fnr.lu/guidelines

[13] see Intranet: ULI > The University > SFC > Policies and Procedures

- PhD candidates on a university position who are involved in the project must spend at least 75% of their time on the projects.

Category A2: AUDACITY Participants to be financed by the project

- List all participants who are to be financed through the project and who work on the project for most of their time.

- Salaries of permanent staff of the University are not eligible and should be listed in category A1.

- PhD candidates can be funded through AUDACITY projects. They should be involved full time and work towards their doctoral degree. She/he must be registered in a doctoral programme at UL. Their PhD thesis must be a project output.

- The following categories of personnel can be financed by the project under Category A2 (use the current grid *coûts salarial*[14]):

  o Research Scientists - (Maîtres-assistants)
  o Postdoctoral researcher - (Assistants-post doctorants)
  o Doctoral researcher/PhD candidate - (Assistant-doctorants)
  o Research & development specialist – (Spécialiste R&D)
  o Technical staff on project - (Lab technician or Research support technician)
  o Student assistants (auxiliary staff on a limited contract) may be included within the budget limits. In exceptional cases, several student assistants will be allowed, e.g. if needed for large-scale interviewing etc.

- Note that the amounts in the tables are the **costs** of each position for the university. They are **NOT** the gross (brut) salaries.

- **The personnel cost table applies to all researchers to be employed at the UL when the project starts**. When a person is already employed on a fixed-term contract and moves to a new project, please verify that the total duration of the continuous employment of the researcher does not exceed 60 months (Labour law). Renewal/contract prolongation can only be done twice. In case of a potential gap between two contracts, a waiting period (= délai de carence) has to be observed. Please contact your HR partner for details as these regulations are part of the national labour law.

- Once the project is approved, a budget shift requires approval of the Vice- rector for Research (VRR) by following the financial management guidelines (see annex).

- Participants may have a **full-time or part-time** contract. Working contracts cannot exceed the approved project duration and the salary costs will have to be calculated accordingly. Many projects start later than anticipated and extension of the duration beyond the initially projected end date is possible. However, as salaries increase over time the extension might involve additional salary costs. These additional costs **will not be covered** by the IAS-Luxembourg and other sources will have to be found.

- Anyone who already has a contract with the UL as adjunct teaching staff member (Vacataire) cannot be financed through the project at the same time (Category A2).

Category B: Third party collaborators, experts, subcontracting

- Remunerated third party collaborators providing services to the project (invited speakers,

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[15] https://intranet.uni.lux/the_university/sr/Pages/General%20Information.aspx

experts and operational support) are eligible.

- Subcontracting work has to be specified (who, what, how long) and justified, notably, why the work cannot be performed with other groups in the University.

Category C: Durable equipment

- For full time researcher(s) paid by the project (Category A2), the project budget can include a standard PC or laptop up to 2000 €. If the project requires a higher performance computer or further equipment, please briefly justify. Additional costs (such as consumables) have to be specified in the project budget under Category G.

- Please consult the UL financial guidelines[14].

Category D: Travel in Luxembourg and journeys abroad

- Each trip on behalf of the University must be undertaken in the most cost-effective way.

- For each person in categories A1 and A2, the maximum of 200 € per person and month worked on the project applies (PIs may apply for travel costs, too).

- For eligible costs and applicable rates, consult the UL financial guidelines[14].

Category E: Documentation

- Documentation such as books or subscriptions to journals is limited to 4.000 € per project.

Category F: Other costs

- Costs for open access publishing, article processing charges (APC) for full Open Access publications or similar fees.

- Costs for translating and editing, patent filing, workshops, seminars and conferences (including registration or organisation costs, room rental, catering) or advertising.

Category G: Operating expenses (consumables)

- Specify expenses related to operating costs, consumables, supplies and all the expenses not included in the other categories.

- HPC cost: follow the guidelines for High Performance Computing Resource Allocations for Research Projects and External Partners.

Category R: Additional income to cover project costs

- This category refers to income (in kind or in Euros) from internal or external partners and is used to cover some of the costs listed in Categories A-G.

- **The approved budget will be the sum of the costs of Categories A-G minus this part of the additional income.**

- Note that the Coordinating **Co**-PI is responsible for the creation of any necessary contracts and has to ensure that **payment** is made (mentioning the budget code of the project in the payments). Copies of the contracts have to be sent to ias@uni.lu.

- Provide a short description of the source of the income, i.e. the external partner, as well as country. **The** following categories are used:
    - R1: Additional income - from internal sources (directly from faculty, IC, department, other IAS instruments, etc.)
    - R2: Additional income - from external sources (other state contributions (ministries, FNR, etc), European institutions, other int. organisations, foundations, other third parties (e.g. companies, banks, private persons))

4. Selection process of AUDACITY projects

The evaluation and selection process of the AUDACITY project proposals consists of several steps:

1. Administrative eligibility check by the RSD;

2. Applicants of eligible proposals are invited to present and defend their project in front of the IAS Scientific Council in an oral pitch with the UL community as audience, followed by a Question & Answers session.

3. The IAS Scientific Council ranks the proposals on the basis of the written proposal and the oral pitch and recommends the proposal for funding to the VRR. The selection criteria are:
    a. academic excellence (competence of the PIs, strength of the consortium)
    b. audacious character of the project idea (novelty, originality, and risky)
    c. interdisciplinarity of the project consortium (internally or externally)

    Each of these criteria will be evaluate on a 5-point rating scale both for the oral pitch and the written document. The resulting project average will be the basis for the final discussion of the members of the IAS Scientific Council during the evaluation session on the ranking proposed to the Head of IAS.

4. The Head of IAS submits the selected projects to the Rector for final funding decision.

5. The final decision is communicated to the applicants.

The Scientific Council of the IAS is composed of UL-internal and UL-external experts. Further details on the organisational features of the IAS Luxembourg and the role and composition of its Scientific Council can be found in the IAS Organisation and Governance (IAS Governance (uni.lu)).