

GENERAL

Before completing the grant application form, please study the information and guidelines provided in the NWO brochure on the Innovational Research Incentives Scheme 2010 and the FAQ ('Frequently Asked Questions'). You can download the texts from the internet (www.nwo.nl/vernieuwingsimpuls). The original Dutch-language text of the brochure is the authoritative version. Where the English-language text is open to a different interpretation, no additional rights may be derived from it.

Please submit your application to NWO in electronic form using the Iris system, which you can access via the NWO website (www.nwo.nl/vi). Note that a pdf format is required! This is the only electronic format that guarantees that the application will be received in exactly the same form as it has been sent. It is however not necessary to use Word when filling in the application form. You can use LaTeX for example, as long as you use exactly the same format. It is not necessary to put a security lock on the document. If you don't know how to convert your application to a pdf format, allow extra time to get help from your own computer support department or from the Iris helpdesk at NWO (see website). Please note that you can submit your proposal until 23.59 hrs, but that the Iris helpdesk closes at 17.00 hrs.

Please note that the Medical sciences division uses a similar system called ProjectNet, to which access is provided via the division's own website (www.zonmw.nl).

Complete the application in **English**. Do not exceed the stated maximum number of words for each item on the form and use a 10-point font size, except for references to the literature, which may be given in 9-point. If you exceed the stated maximum number of words or fail to supply the necessary documents, your application may be automatically disqualified and you will lose your chance of a grant.

Important note. Take into account, when writing your proposal, that it will be read both by experts in the field as well as by a broadly composed assessment committee.

You will receive written confirmation of receipt within two weeks of the *deadline*.

Registration form (basic details)

1a. Details of applicant

Give your name, gender and postal address. Indicate whether you prefer correspondence in English rather than Dutch. Give your telephone and fax numbers, e-mail address(es) and website (optional), and the date of your doctorate.

1b. Title of research proposal

Give the title of the research proposal.

1c. Summary of research proposal

Provide a summary of your proposal (topic, approach and potential importance of results) in no more than 300 words.

1d. 5 Keywords

Specify up to a maximum of 5 keywords.

1e. Host institution (if known)

1f. NWO Division

Indicate the NWO Division within which you think your application should be assessed. For more information, you may consult the NWO website:

Interdivisional:	(For all fields of science that cannot be categorized within one of the NWO divisions)
ALW: 'Aard- en levenswetenschappen'	(Geo/Life sciences)
CW: 'Chemische wetenschappen'	(Chemical sciences)
EW: 'Exacte wetenschappen'	(Physical sciences ¹)
GW: 'Geesteswetenschappen'	(Humanities)
MaGW: 'Maatschappij- en Gedragwetenschappen'	(Social/Behavioural sciences)
ZonMW: 'Medische wetenschappen'	(Medical sciences)
N: 'Natuurkunde'	(Physics)
TW (=STW) : 'Technologie'	(Technical sciences)

Interdivisional applications: WOTRO is responsible for the interdivisional applications. If you feel that the proposed research cannot be assessed within the confines of any single NWO Division, you may choose to submit your application to the interdivisional committee, consisting of experts with various scientific/scholarly backgrounds within the whole range of science fields. In that case an elucidation of the interdivisional character of your proposal (50-100 wrds) is required. Please outline your reasons for submitting your application to the interdivisional committee. Indicate which specific NWO Divisions are relevant to your application and in what way. NWO will check whether your application is indeed interdivisional of character and contact you in the case of any doubts.

1g. NWO Domain

Indicate the NWO domain within which you think your application should be assessed. Note that the topics of some of the NWO Divisions are divided between more than one domain. There are three domains:

Alfa-Gamma:	Humanities, Social/Behavioural sciences;
Bèta:	Earth sciences, Chemical sciences, Physical sciences, Physics and Technical sciences;
Life Sciences:	Life sciences, Agricultural and Food sciences, Biochemical sciences and Medical sciences.

Research proposal

2. Description of the proposed research

Give an outline of the research proposal including details of its importance to the field of study, nationally and internationally (maximum 1200 words on no more than 3 pages, not including literature references).

2b. Research impact

NWO funds high quality research irrespective of whether it is motivated by internal scientific considerations or external factors. In addition, NWO wishes to encourage all researchers actively to reflect, before, during and after their research projects, on the potential output or impact of their research outside the field of academia. With this in mind, the criterion and the section is included. If appropriate, it should be used to describe how the output of the proposed research can lead to new technology, insights or applications in other areas of scholarship, in society or the social discourse, in technology

¹ Physical sciences: astronomy, computer science and mathematics.

or in industry generally. Such impacts can be extremely various. For example, research on dead languages can lead to insights of relevance to society in the 21st century. Or research may generate knowledge of value in cultural, economic or policy fields or is in the general public interest (for example, relating to climate change).

Be as specific and concrete as possible on how knowledge transfer to potential users (such as companies, institutes, etc.) may be achieved and what role the applicant and the proposed research can play in this. Although it may also be perfectly valid to say that (at least at present) there is no prospect of any application or impact outside the field of scholarship.

Keep in mind that the information on research impact must be both comprehensible to people with no specific prior knowledge and detailed enough for referees and committee members.

Use **a maximum of 500 words** for this part of your proposal. Include details of:

- A specific problem in society, technology or industry asks for a solution that is not yet available. Describe this problem and indicate who face this problem.
- Describe how the proposed research gives an onset in solving the problem and the expected societal and/or economic consequences within a medium or long term timeframe.
- Identify the target groups that will benefit from the results and/or identify specific parties that are interested directly in application of the results. Target groups may be so called end-users, such as patients or the general public. Specific parties could be so called direct users of the results such as industries or institutions that apply the results in their products or services.
- Indicate the steps you will take to get the research results applied. What specialists do you need to reach your goal? Are there already persons or parties that have committed themselves for supporting you? If so, you can give their specifications here – e.g. organizations or companies and their representatives.

2c. Number of words

Indicate the number of words used (word count on your computer) for each section: 2a and 2b. Please note that these are separate sections. Section 2a has a maximum number of 1200 words. Section 2b has a maximum of 500 words.

Cost estimates

3a. Budget

State in broad terms what resources will be required to conduct the proposed research, per year. The cost estimates should cover the entire period of grant. List the nature of the post (support staff) and the extent of the appointment (in fte – full time equivalent).

The maximum amount of each Vici grant will be € 1.500.000 spread over a period of 5 years. If the proposed research is to be of shorter duration, the maximum amount will be reduced accordingly.

Costs which can be covered under the scheme are:

- Gross salary of the successful applicant plus surcharge of that sum to cover the employer's contributions, holiday pay, etc.). The salary costs must always be included in the budget, even if the institute pays the salary of the applicant. Please note, if the institute pays (part of) the salary of the applicant or support staff (for work on the project), you have to send an authorised letter guaranteeing that the institution is willing to meet these costs. The gross salary of a postdoc depends on age and experience: at scale 11.0, the annual gross salary

costs per 1 January 2009 are € 38,340 (excluding associated costs). Standard salary scale for PhD students at Dutch universities in 2009:

N.B. The figures given here are purely indicative. The actual salary scale will be set by the university. It is advisable to contact the university directly for the exact numbers.

	1-1-2009
1 st year	2,042
2 nd year	2,379
3 rd year	2,492
4 th year	2,612

- Acquisition costs of materials and equipment or databases.
- Travel and subsistence costs associated with attending conferences, visiting other research institutes, etc.
- Subsistence costs while working at research institutes outside the Netherlands.
- Gross salaries of additional support staff plus surcharge of that sum.

Important note on budgets exceeding the maximum grant

The budget may exceed the maximum of € 1.500.000. In that case, the institution (or a third party) must send NWO an authorised letter guaranteeing to meet the additional costs. The letter should be sent by post and timed to coincide with submission of the application. The contribution from NWO will, however, never be more than € 1.500.000.

Further information can be found on the NWO website (www.nwo.nl/vi).

3b. State the time you will spend on the proposed research

Indicate the time (fraction of fte) you will spend on carrying out the research project.

NB. If the applicant is to devote no more than 25% of his/her working time to non-research activities (teaching/administration/management), the entire salary may be covered by the grant. If more than this amount of working time is to be spent on such activities, the grant application should relate only to the proportion of working time to be directly devoted to research.

3c. Intended starting date

Specify the date on which the project is intended to commence. Implementation of the research project must start within 6 months of the date of the award letter.

3d. Have you requested any additional grants for this project either from NWO or from any other institution?

Include details of any additional grants you have requested for this research project either from NWO or from any other institution (for example, investment grants).

Curriculum vitae

4a. Personal details

Provide the information requested. The information on your nationality and the birth country of your parents is requested because NWO monitors the proportion of minorities among applicants/grant recipients. These details will not be passed on to third parties except in aggregated form.

4b. Master's ('doctoraal')

Provide the information requested.

4c. Doctorate

Provide the information requested. Completion date is the day when you received your PhD.

4d. Extension clause

Indicate whether you need to make use of the extension clause. This is only necessary if the time between your doctorate date and the Vici-deadline exceeds the maximum period of 15 years. In that case, it is important to contact the coordinator of the Innovational Research Incentives Scheme (vi@nwo.nl) before submitting your application.

The extension clause is applicable if you have taken extended sick, parental, maternity or care leave within the relevant period. The maximum period of 15 years may also be relaxed if you have combined a part-time research appointment with care responsibilities or undertaken training in a medical specialism recognised by the Royal Dutch Medical Association (KNMG). Training to become an officially recognised and registered veterinary specialist, dental specialist (oral surgery & orthodontics) or hospital pharmacist also counts under the extension clause.

The rules for calculating the permitted extension are as follows:

- if you have taken parental, maternity or leave to care for children, extension will only be granted if the care responsibilities are related to a child/children who was/were part of your household;
- female applicants will receive 18 months extension for each child born before, during or after the doctorate date;
- male applicants will receive extension for the actual time they have taken parental leave or the amount of fte by which they have reduced their employment with a maximum of one year extension for each child born during the period between the doctorate date and the deadline of the submission round;
- applicants that have taken extended sick-leave or leave to care for an immediate relative or partner (who was chronically ill) may apply for an extension for the actual fte they were not able to spend on their research. This also applies only for the period between the doctorate date and the deadline of the submission round;
- the permitted extension will never exceed **five years**, even if you have cared for a number of children in succession.

Furthermore, if you trained in a medical specialism (recognised by the KNMG) during the period between the doctorate date and the deadline of the submission round, the rules for calculating the permitted extension are as follows:

- the total aggregated time spent training in the medical specialism since you received your doctorate may be added to the normal time-limit for applying for a Vici grant;
- if you undertook medical training and research simultaneously, you can calculate the extension according to the formula in the frame below. For example: Following the award of your doctorate, you spent 3 years training in a clinical specialism and at the same time spent 10% (0.1 fte) of your time on academic research. In that case, the time-limit for your grant application can be extended by 90% (0.9 fte) of 3 years.
- the maximum extension permitted by NWO is five years. Even if you have taken care leave and trained in a clinical specialism during the relevant period, the permitted extension will never exceed five years.

Full-time training	Part-time training/research
... years x 1.0 fte training x 1 year extension	... years x 0.7 fte training x 1 year extension

4e. Current employment

Indicate what kind of contract you have. If you are not an Assistant Professor, Associate Professor or Full Professor, please indicate under 'Other' the position you have and whether it is outside or within the academic sector.

4f. Work experience since graduating

Give the dates of each appointment and say whether it was full or part-time (in fte), and whether it was a permanent position ('vast') or fixed-term ('tijdelijk').

Where an appointment involved (or involves) the management of other researchers, state the numbers of academic and/or support staff supervised.

4g. Man-years of research

Give the total number of man-years (i.e. months/years) of research you have done since you obtained your doctorate. We advise you to explain the gaps or part-time work in your CV here (think of care leave, extended sick leave, non-research activities as teaching or management tasks). It is important that the committee and the referees have this information while assessing your track record.

4h. Brief summary of research over last five years

Outline the content of your research over the last five years (max. 250 words).

4i. International activities

List activities such as long or short study visits abroad, international cooperation, etc.

4j. Other academic activities

Include, for example, membership of editorial boards, posts on committees and involvement in the organisation of conferences.

4k. Scholarships, grants and prizes

List any research scholarships/ grants for which you personally have successfully applied or prizes you have won in the last five years and the amount of money involved.

List of publications

5a. Average impact factors for your own field

For applications submitted to the Medical Sciences or Life Sciences (and the Technical Sciences if applicable in your field), give the impact factors of the journals that published your publications and an average impact factor for your research field. Note that impact information is compulsory for applications submitted to Medical Sciences or Life Sciences but otherwise optional. Use the headings given below to structure your publications list. Please mark key publications which are directly relevant to the proposed research with an S (the S stands for significant).

5b. Publications

Please only include manuscripts which have been accepted for publication or which have already been published as part of the recognised literature. In each case, list: the author(s), date, title of the publication, journal or series in which the publication appeared, volume, page numbers, and (if applicable) publisher and place.

It is not allowed to include publications which are not already accepted.

- **Books**

- **Contributions to books**

- **International (refereed) journals**

Include impact factor of journal, only compulsory if your application is to be submitted to Medical Sciences or Life Sciences (and the Technical Sciences if applicable in your field.)

- **National (refereed) journals**

- **Other:** Working papers, proceedings, conference reports, abstracts, invited lectures and patents.