Vernieuwingsimpuls 2019
Innovational Research Incentives Scheme
Explanatory Notes on grant application form
Science domain, Cross domain   **Veni scheme**

GENERAL

> **Layout requirements for filling out the application form:**
>
> The mandatory font is **Calibri**, **10-point** font size. Use **line spacing 1**.

Before completing the grant application form, please study the information and guidelines provided in the NWO call for proposals on the Innovational Research Incentives Scheme - Veni 2019 and the FAQ ('Frequently Asked Questions'). You can download these texts from the [Veni website](#) or in ISAAC. The original Dutch-language text of the call 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 form and other necessary documents electronically, using the ISAAC system (https://www.isaac.nwo.nl) for applications to be submitted to the NWO domains Science (ENW) and the cross-domain panel.

Note that the application form for the Science domain and the Cross domain committee differs from the application form for ZonMw, and Applied and Engineering Sciences and Social Sciences and Humanities. You can find the names of the relevant domains at the top of each page of the template.

Please note that PDF format is required for all documents. This is the only format that guarantees that the application will be received in exactly the same form as it has been sent. To fill out the application form, you are free to use programs other than Word (e.g., LaTeX), as long as you preserve the form's overall structure, lay-out and font type (Calibri). Use a 10-point font size (Calibri), except for references to the literature, which may be given in 9-point.

Completed application forms must be converted to PDF before submission**. In order for to process the application data properly, all submitted PDF files must be free of security locks and bookmarks.** If you don't know how to convert your application to PDF format, allow extra time to get help from your institution's computer support department or from the ISAAC help desk at NWO (isaac.helpdesk@nwo.nl or +31 20 346 7179).

The deadline for submitting your application (i.e., the application form and other necessary documents) is **8 January 2019, 14:00 hrs** (Central European Time). This means that you must have filled out all the information fields, uploaded all the documents, and have clicked the 'submit' button before **14:00 hrs** (CET). **Applications received after the deadline are automatically disqualified.**

Please note that ISAAC may use a session timeout. Save your application data regularly and avoid long sessions with periods of inactivity.

Please complete the application entirely in **English,** with the exception of the Dutch version of your public summary (section 1i of the form). Do not exceed the stated maximum number of words nor the maximum number of pages for each section of the form. If you exceed the stated maximum number of words or pages or if you fail to supply the necessary documents, your application may be disqualified from the competition.

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Important note: when writing your proposal, take into account that it will be read and assessed by experts in your research field, as well as by a more broadly composed assessment committee within your chosen domain.

If you have any questions about the application form or application process, please do not hesitate to contact the programme coordinator of your domain. Contact details can be found at http://www.nwo.nl/vi/contact.

You will receive a confirmation of the eligibility of your submission —i.e., whether it complies with all formal requirements— within approximately two weeks after the submission deadline.

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Administrative details

1a. Details of applicant
Please give your personal details as well as a postal address at which we can write to you throughout the application and assessment process. Please refrain from mentioning first name(s). Indicate if you prefer English correspondence to Dutch. Also provide the telephone numbers and email address(es) at which you can be reached.

Please provide the same address for correspondence in ISAAC as you do on the application form. If you fill out a postal address at your university, clarify that it is not a home address by mentioning the institution as well as the faculty or research centre.

1b. Title of research proposal
Give the title of your research proposal.

1c. Scientific summary of research proposal
Provide a summary of your proposal (topic, approach and potential importance of the results) in no more than three hundred words. Make sure to provide an informative and relevant abstract, as this is often the first part of your proposal that expert reviewers will read. The abstract should clearly describe what you are going to investigate, why you are going to investigate this subject and which results you expect to find. Please note that you should also enter the same scientific summary in ISAAC.

1d. Keywords
Specify up to five keywords to describe your research proposal.

1e. Current institution of employment
Provide the name of the institution at which you are currently employed. (When choosing institutions in ISAAC, mind that names of institutions are usually in Dutch.)

1f. Prospective host institution
Provide the name of the host institution and research group that has provided your embedding guarantee. Do not mention any possible partnerships under this header. (When choosing institutions in ISAAC, mind that names of institutions are usually in Dutch.)

1g. NWO domain
Since 1 January 2017, NWO has adopted a new organisation structure. Therefore in 2019 the Veni proposals will be submitted to the NWO-domains or the cross-domain committee. Please indicate to which NWO domain your application pertains. For more information, consult the NWO website. Please choose only one of the following NWO domains/the cross-domain committee.

Science Domain (ENW)
Cross-domain committee (DO)

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Cross-domain applications: If you feel that the proposed research cannot be assessed within the confines of any single NWO domain, you may choose to submit your application to the cross-domain committee, consisting of experts with various scientific/scholarly backgrounds. In that case an explanation (of fifty to one hundred words) of the cross-domain character of your proposal is required in which you outline your reasons for submitting your application to the cross-domain committee. Indicate which NWO domains are relevant to your application and in what way.

NWO will assess whether your application is indeed most suitable for the domain or the cross-domain committee you have submitted to, and will contact and advise you in case of doubt.

1h. Main field of research
For all applications it is compulsory to fill out one or more research fields that correspond to the subject of your research proposal. You can only refer to research fields listed on the NWO research field list, using the exact names and codes: www.nwo.nl/researchfields.
Please note that **it is compulsory** to fill out the exact same information in the ISAAC on the tab "General Information" (Algemeen) section "Research fields" (Disciplines) before submitting your proposal.

Also, please note that in ISAAC you do not fill in the code but only the research field. For example, if your main field of research is business administration you fill out the following:
- In the application: 39.90.00, Business Administration;
- In ISAAC: Business Administration.

NB: ISAAC will list the research fields in the language of correspondence you have previously indicated (English or Dutch) in ISAAC, so you must search your research field(s) in this language (e.g., Theoretical physics *or* Theoretische natuurkunde.).

Please consider carefully which main research field matches your application best. Note that the Science domain uses the (main) research fields applicants provide to allocate the applications to disciplinary assessment panels.

1i. Public summary of your research proposal
Please draft two public summaries of your proposal: <u>one in English and one in Dutch</u>, of a maximum of fifty words each. If your application is successful, the public summaries will be used in NWO publicity surrounding the announcement of the grant award decisions.

Please keep the following guidelines in mind:

- Use comprehensible, everyday language and be as specific as possible. For example, do not write 'the mechanism underlying apoptosis will be examined' but 'the researchers will use microscopes to look for the reasons for spontaneous cell death'.
- Do not write in terms of 'we' and 'us' but use terms like researchers, biologists, literary specialists, etc.
- Write the summary in such a way that you feel you ought to be including terms like 'basically', 'put simply', 'roughly speaking' and 'in lay terms' – but do not actually include them!

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Examples of public summaries:

Ratten op reis
Dr. A.A.E. van der Geer, Naturalis
De Polynesische rat komt voor op bijna alle eilanden in de Stille Zuidzee. Echter, hij hoort er niet thuis. Hij werd er door mensen gebracht en paste zich aan de lokale omstandigheden aan. Dit onderzoek leert ons hoe zoogdieren evolueren en hoe de huidige biodiversiteit kan zijn ontstaan.

The magnetic brain: Alzheimer's disease seen through iron
Dr. L. Bossoni , LUMC, Radiology Department – Biophysics
Abnormal accumulation of iron is found in the brains of patients suffering from several different neurodegenerative diseases, but its potential toxicity is still not understood. This research uses a new multidisciplinary approach to detect and characterize different forms of iron, also leading to new in vivo methods of visualization.

Please note that the public summaries are different from the summary you have drafted under section 1c. The public summaries (1i) should be included only in the application form; the scientific summary (1c) should be included in the application form (under 1c) as well as in ISAAC.

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> **Research proposal**

2a. Description of the proposed research

Describe the proposed research as accurately as you can within the stated maximum number of words and pages: This maximum is 2,000 words on no more than six pages. The word count includes all text used in section 2a (2a1, 2a2, and 2a3), including references, footnotes, figure captions and tables.

Include a description of the overall aim and key objectives (2a1), the research plan (2a2) and provide a concise motivation for choice of host institute (2a3).

Please address scientific relevance and challenges, originality and innovative character, and methods and techniques. Provide a practical timetable/timeline over the grant period, address local, national and international collaboration, and describe a work plan (in narrative form). For the motivation, please indicate why you prefer to carry out your research at the host institute. Include reasons for choosing this particular research group, in what way your research fits the already existing research line(s) at the host institute and **a**ny other motivation for your choice of host institute.

2b. Knowledge utilisation

Please describe your project's potential for knowledge utilisation in maximum 750 words on no more than two pages.

Researchers who have received funding from NWO for non-programmed research are usually not primarily focused on results that are relevant for industry or society and/or other academic disciplines. Nevertheless, there are many examples of such research projects contributing to developments outside of their own discipline, sometimes in the longer term. NWO wants to encourage researchers to give proper consideration to knowledge utilisation by allowing them to reflect on this and, if possible, describe concrete plans.

The Dutch National Research Agenda (https://wetenschapsagenda.nl/) can be a source of inspiration for the description of the potential for knowledge utilisation of your proposed research. The routes within the Agenda can inspire Talent Scheme researchers and help them to pinpoint the potential importance of their research for other scientific disciplines as well as for society and to make this tangible.

When filling out this section, consider the following questions:

Potential
- Which contribution can the research make to society and/or to other scientific areas? Examples are economic, social-administrative, cultural, technological, medical or democratic areas. 'Society' is used in the sense of the entire society and therefore both the public and private sectors.
- Which other disciplines and which organisations can benefit from the research results? This concerns users in the public and private sectors, including scientists in other disciplines. NB: NWO realises that the possibilities for knowledge utilisation differ per discipline and that some research projects have few, if any opportunities for (direct) knowledge utilisation. If this is the case, an applicant should explain why no knowledge utilisation can be expected for his or her project. The selection committee members will still be asked to assess this explanation: if they are convinced that the

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research project indeed has no knowledge utilisation possibilities and that the applicant has satisfactorily explained this, then this will not negatively influence the overall assessment score. If the research makes no contribution to society and/or to other scientific areas, you do need to explain this, but in that case you do not need to answer the question about the implementation.

Implementation
- What is the action plan to allow the outcomes of the research project (see above) to benefit potential knowledge users?
- How are the potential knowledge users involved (or how will they be involved) in the research project? You should consider whether the tasks are clearly divided in advance, whether the parties concerned have been involved in articulating the research question, how they could contribute to achieving the utilisation objectives and how the ongoing involvement with users will be safeguarded. Examples are user committees, matchmaking, consortia/networks, public-private partnerships (PPP) and contract research.
- What will be (concrete) outcomes for society and for other scientific areas? Outcomes may include commercial products, new ways of working, processes, protocols, prototypes, co-publications, artefacts, media appearances, teaching methods, patents, licences, contracts, specific network meetings, medical interventions and websites.
- How long will it be before possible knowledge utilisation can be expected?

For further information on knowledge utilisation see the NWO website: Knowledge Utilisation.

2c. Number of words
Indicate the number of words used for the following sections: 2a (2a1, 2a2, and 2a3 combined, a maximum of 2,000 words) and 2b (a maximum of 750 words). Words in footnotes, figure captions, in-text references and tables should be included in the word count.

2d. Literature references
Please list all relevant literature used in your research proposal here and include full bibliographical details.

2e. Datamanagement section
NWO wants to contribute to the development of good data management by asking researchers to make all relevant research data findable, accessible, interoperable and reusable (FAIR). Therefore in the data management section, researchers will be asked to think about how the data collected should be ordered and categorised such that it can be made freely available, before the research starts. Researchers will often need to take measures to this effect during the production and analysis of the data.

NWO considers 'data' to be both collected, unprocessed data, as well as analysed, generated data. It includes all possible forms of digital and non-digital data (such as samples, completed questionnaires, sound recordings, etc.).

NWO only requires the storage of data that are relevant for reuse. NWO assumes that within disciplines there are widely held opinions about which data are relevant for storage and reuse. Research Data Netherlands

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offers a checklist for the selection of data that can be eligible for archiving.

Research results should be stored in such a way that they can be retrieved and reused in the long term, also by researchers in disciplines and organisations other than those in which the research took place. The operating principle is that all stored data are, in principle, freely accessible and that access is only limited if required for reasons such as privacy, public security, ethical limitations, property rights and commercial interests.

The costs of data management are eligible for funding and should be included in the project budget. Important factors that determine the costs are:

- the type of data;
- the capacity needed for storage and backup;
- the amount of manual work needed to allocate metadata and the compilation of other documentation such as codebooks and the queries used in the statistical package;
- the extent to which the data needs to be protected;
- the hiring in of external data management expertise or other expertise.

With the data management section NWO mainly wants to raise awareness about the importance of responsible data management. The section is therefore not included in a committee's decision about whether or not a proposal should be awarded funding. NWO does, however, submit this section to the committee and referees for advice. After a proposal has been awarded funding, the researcher should elaborate the section into a data management plan.

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Cost estimates

3a. Budget
State in broad terms what resources will be required to conduct the proposed research, per project year. The cost estimates should cover the entire period of the grant. List the nature of the post (for example applicant) and both the workload of each appointment (in FTE – full time equivalent) and the total duration of each appointment (in months).

The maximum amount of each Veni grant is € 250,000 to be spent over a period of three years. If the proposed research is to be of shorter duration, the maximum amount will be reduced accordingly. You may extend the duration of the Veni project by up to one year (from three to four years) if you wish to conduct the research on a part-time basis (0.75 FTE). Note, however, that the extension will have no effect on the total maximum amount of grant available under the Veni scheme (€ 250,000).

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.). All salary costs of the Veni-project must be included in the budget chart (3a), <u>even if the institution pays (part of) these salary costs.</u>
    - o **Please note that if the host institution covers (part of) the salary of the applicant for their work on the Veni project, this is considered an in kind contribution. This requires an authorised letter guaranteeing that the institution is willing to meet these costs (see section 3b, below).**
    - o If the applicant is to devote no more than 25% of his/her contracted working time to other activities (e.g., teaching, administration, management) and 75% to the Veni project, he or she may charge the entire salary to the project budget. If the applicant is to devote more than 25% of his/her contracted working time to such activities, only the proportion of working time devoted to the Veni research may be charged to the project.
    - o The actual salary scale of the staff will be set by the prospective host institution. It is advisable to contact the financial department of the host institution directly for the correct figures. Please note as well that you cannot request a so-called 'bench fee', meaning a standard amount that does not need to be specified any further.
- Gross salaries of additional non-scientific support staff plus surcharge of the sum of the salaries. NB: A Veni grant cannot be used to appoint additional scientific personnel (e.g. a PhD student or postdoc).
- Acquisition costs of investments, materials and equipment, databases or data management costs.
- Travel and subsistence costs associated with attending conferences, visiting other research institutes, etc.
- Subsistence costs while working at research institutes outside the Netherlands.
- Costs for knowledge transfer and knowledge utilisation.

Non-reimbursable costs are those for infrastructure (accommodation and office automation) and other overhead and unforeseen or non-specified costs. Laptops are in principle non-reimbursable, as they are considered common office equipment. Only particular specialised equipment may be eligible for funding. Please contact NWO before listing specialised infrastructure costs.

For further information please consult the financial department of your prospective host institution as well as the document 'Guidelines for design of expenditures financial accounting reports' which can be found on the NWO Veni page and in ISAAC.

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Important note on budgets including contributions from parties other than NWO
If your host institution or a third party contributes to your project (salary or otherwise), the application must be accompanied by a letter guaranteeing to cover these costs. University contributions can be indicated in the embedding guarantee. A standard format of a letter of guarantee for other contributions can be found on the NWO website. For applications to the AES domain, please use the domain specific template letter of support, that can be found on the AES domain website.
The amount must be explicitly stated. This guarantee must be signed by the dean/manager of the institution or by a person with authority to sign on behalf of the body issuing the guarantee. The contribution from NWO will never exceed € 250,000 but as a result of these contributions your overall budget may exceed € 250,000. A scanned version of the signed letter of guarantee must be submitted as a separate PDF-file in ISAAC.

3b. Contributions 'in kind'
Please describe in which way another party is contributing to your project and what the estimated value in Euros will be. For example, if your university pays (part of) your salary for the time that you spend on your Veni research, you can indicate that in this section. Per contributing party you have to submit an authorised letter guaranteeing that they are   willing to meet these costs.

3c. Contributions 'in cash'
Describe in which way another party is contributing to your project and the budget involved. Per contributing party you have to submit an authorised letter guaranteeing that they are willing to meet these costs.

Indicate whether in cash contributions include VAT.

Please note that NWO rules for in-cash and in-kind contributions apply.

Allocation IP rights
The following applies with respect to making agreements about intellectual property rights and publication (IP&P): for projects awarded funding by NWO Science and awarded cross-domain projects for which project management is delegated to the domains Sciences, SSH and ZonMw, the project leader is responsible for the allocation of IP rights to the project results.

For cross-domain Veni applications for which project management is delegated to the the domain AES, NWO is responsible for allocating the IP rights to the project results. After the proposal has been awarded, the NWO domain AES will contact the user/ users to make agreements about the allocation of IP rights and about the publication with due consideration for the "Guidelines TTW User Committee".

The NWO conditions with respect to IP rights as equally the publication procedure are stated in Chapter 4 of the NWO Regulation on Granting 2017.

3d. Totals
Please calculate the totals of sections 3a, 3b and 3c.

3e. Intended starting date
Specify the intended starting date of the research project. Veni projects must commence within six months of the date of the award letter.

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3f. Have you requested any additional grants for this project either from NWO or from any other institution and/or has the same idea been submitted elsewhere?

Please include details of any additional grants for which you have applied for (part of) this research project, whether from NWO or from any other institution (for example NWO investment grants or ERC grants).

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> **Curriculum vitae**

4a. Personal details
Please provide the requested information.

4b. Master's degree ('doctoraal')
Please provide the requested information.

4c. Doctorate
Provide the information requested. The date of PhD award is the day stated on your doctorate degree. If you have not yet obtained your doctorate when you submit your Veni application, you must append an official declaration that the thesis manuscript has been approved by the <u>entire</u> manuscript committee.

4d. Brief summary of research over the last five years
Please outline the content of your research over the last five years in no more than 250 words.

4e. Work experience since completing your PhD
Please give the dates of each appointment and indicate whether it was full-time or part-time (in FTE), and whether it was tenured ('vast') or fixed-term ('tijdelijk'), and the name of the institution. Insert as many additional rows as needed.
The bottom row should contain your current position. Please indicate what kind of contract you have. If you are not an Assistant Professor, Associate Professor or Full Professor, list the position you hold and whether it is outside or within the academic sector.

Also, please fill out the second table. The number of months you have spent on research will help the committee interpret your CV.

As an example, we have calculated the months spent since completing the PhD for the following sample CV. Your own calculation must be included in your application.

CV
June 1999: Doctorate
    I. *July 1999 – December 1999: unemployed.*
    II. *January 2000 – June 2003: 0.8 FTE position. 80% to be spent on research, 20% on education.*
    III. *July – December 2003: sick leave.*
    IV. *January 2004 – April 2004: maternity leave.*
    V. *May 2004 – December 2008: 1 FTE position. 60% to be spent on research, 20% on education, 20% on management.*
    VI. *January 2009 – May 2010: 0.8 FTE position. 60% to be spent on research, 20% on education, 20% on management.*

Calculation months of research
    I. *6 months "Other"*
    II. *42 months * 0.8 FTE position * 0.8 spent on research = 26.9 months*

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*42 month * 0.8 fte position * 0.2 spent on education = 6.7 months*
  III.   *6 months of sick leave*
  IV.   *4 months of maternity leave*
   V.   *56 months * 1 FTE position * 0.6 spent on research = 33.6 months*
        *56 months * 1 FTE position * 0.2 spent on education = 11.2 months*
        *56 months * 1 FTE position * 0.2 spent on management = 11.2 months*
  VI.   *17 months * 0.8 FTE position * 0.6 spent on research = 8.16 months*
        *17 months * 0.8 FTE position * 0.2 spent on education = 2.7 months*
        *17 months * 0.8 FTE position * 0.2 spent on management = 2.7 months*

Experience	Number of months
Research activities	(26.9 + 33.6 + 8.2 =) 68.7
Teaching activities	(6.7 + 11.2 + 2.7 =) 20.6
Care or sick leave	(6 + 4 =) 10
Management tasks	(11.2 + 2.7 =) 13.9
Other, please specify:	6 (unemployed)

4f. Academic staff supervised
If your current and/or past academic position(s) involved (or involves) the management of other researchers, please state the numbers of academic and/or support staff you have supervised. Differentiate between ongoing and successfully completed PhD's and also whether your role was/is a formal/informal one and briefly clarify this role. Please give the names of all PhD students and postdoc researchers, and for master students only the number.

4g. International activities
List activities such as long or short study visits abroad, international collaborations, etc.

4h. Other academic activities
Include, for example, membership of editorial boards, posts on committees and involvement in the organisation of conferences.

4i. Grants, scholarships and prizes
Please list all research scholarships and grants for which you have successfully applied as formal applicant or formal co-applicant (clearly indicating whether you were either formal applicant or formal co-applicant) and prizes you have won. For each, indicate the amount of money awarded. In case of a consortium grant, specify the amount awarded to your own group.

NB. Grant applications you have (co)-written, but for which you were not a formal (co)-applicant may not be listed.

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Output

5a. Output indicators

Identify the most important output indicators in your field, i.e. explain what factors indicate scientific excellence in your particular academic discipline. This will allow peers to assess your output taking into account the standards in your field of research.

Use indicators for publication lists, e.g. importance of first/last author; individual/group publications; international or national orientation) or information on what type of output is valued highest (books/journal publications/conference proceedings/other, such as designs (for certain disciplines within design/engineering).

5b. Key publications (max. five titles).

List your own selection of your 5 key publications related to the subject of this proposal. Please explain in a few sentences why you have selected these specific five titles.

Only list publications that have actually been published, are unconditionally accepted or are in print (which implies that you are able to mention page numbers or a Digital Object Identifier). State clearly that a yet unpublished manuscript has been unconditionally accepted. Do not use the term forthcoming, as its meaning is ambiguous. In case of doubt, NWO may request proof of the status of your publication.

The Veni committee will be asked to ignore any mention of publications that do not meet these guidelines.

5c. Output

Provide a list of your output, using the categories below. Number all listed items consecutively. Per category, indicate your total number of output items. Mark key publications directly relevant to the proposed research with an S (the S stands for significant). Additionally, indicate the publications that are published Open Access with an O. Per category, indicate your total number of output items.

For publications: use reverse chronological order (i.e., newest first). For each, provide the following information: 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. If possible, please avoid the use of *et al.*, so that committee members and referees can see your position in the author list.

Only list publications that have actually been published or are in print (which implies that you are able to mention page numbers or a Digital Object Identifier). State clearly that a yet unpublished manuscript has been unconditionally accepted. Do not use the term forthcoming, as its meaning is ambiguous. In case of doubt, NWO may request proof of the status of your publication.

Please note that a book contract (meaning a publisher and an author having signed a contract for a book for which the manuscript is planned or in progress) is <u>not</u> considered an unconditionally accepted publication. Book contracts may be mentioned under 5c if they are labelled 'under contract' and the exact status of the manuscript is clearly indicated. NWO may request proof of the status of the manuscript i.e. correspondence with the publisher.

The Veni committee will be asked to ignore any mention of publications that do not meet these guidelines.

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- **Refereed articles**

- **Non-refereed articles**

- **Letters (to editors)**

- **Books:** please include books you have authored.

- **Book chapters**

- **Patents:** please only include accepted patents.

- **Other:** working papers, proceedings, conference reports, invited lectures, certain disciplines within design and engineering may also want to list designs (only selected works) or publications on their designs.

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Statements by the applicant

Official declaration by the entire manuscript commission that the thesis manuscript has been approved
Only compulsory for applicants who have not yet received their doctorate. Please submit the declaration in PDF format, separately from your proposal, in PDF format via ISAAC.

Extension clause
Indicate whether or not you are making use of the extension clause. This is necessary only if you exceed the three-year limit on the reference date - 1 January, 2019 - i.e., if you received your doctorate *before* 1 January 2016.

Before **you must submit your application, you must contact the coordinator of the Innovational Research Incentives Scheme to request an extension** (vi@nwo.nl).

The extension clause is applicable if you have formally taken extended sick leave, parental leave, maternity leave or care leave. You may also be eligible for extension if you have child care responsibilities or have undertaken training in a clinical specialisation. Please consult the NWO website for a list of clinical specialisations for which compensation can be obtained. Also, please see the FAQ for the calculation of extensions.

Ethical aspects
Before submitting a Veni application, you must determine if your proposed research raises ethical questions and therefore needs to be assessed by an ethics review committee.

Possible relevant aspects are:
- research on animals;
- informed consent;
- privacy and data protection;
- research on human Embryonic Stem Cells;
- research involving developing countries;
- biosecurity/dual use.

Certain research requires a statement of approval from a recognised medical ethics review committee (METC) or a Central Animal Experiments Committee (CCD). For some research proposals a licence in accordance with the Population Screening Act (WBO) is required. More information on METCs is available from the Central Committee On Research Involving Human Subjects (CCMO), while the   Netherlands Association of Animal Ethics Committees (NVDEC) can provide information on animal experiments committees, and the Health Council of the Netherlands can advise on the WBO.

NWO subscribes to the Freedom of Information on Animal Experiments (*Openheid Dierproeven*) and the Biosecurity Code. Veni applicants must subscribe to, and comply with, the prevailing codes.

If a research project raises significant ethical issues, the project can only start when NWO has received a copy of the approving ethical statement and/or Population Screening Act licence. For complex questions related to ethical issues, NWO reserves the right to consult an external adviser. If after consulting the applicant, NWO is of the opinion that an ethical assessment is needed for an application, the applicant is obliged to take the

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necessary measures for such an assessment. If the applicant fails to obtain the necessary statement of approval from an ethics review committee then the grant shall be immediately withdrawn. Once the project has started then your research must be conducted in an ethically responsible manner. If you fail to do this, NWO shall reserve the right to withdraw your grant immediately.

Researchers who make use of genetic sources from the Netherlands or abroad for their research should familiarise themselves with the Nagoya Protocol (www.absfocalpoint.nl). NWO assumes that researchers will take all necessary actions with respect to the Nagoya Protocol.

Non-referees
If you want to indicate non-referees (a maximum of three names), do not do so on the form. Please submit the names of non-referees via ISAAC at the same time as your proposal. The non-referees will NOT be asked to assess your application. Please make sure not to list your non-referees anywhere in the application form.

Declarations
Finally, you declare that you have completed the form truthfully and that you satisfy the nationally and internationally accepted standards for scientific conduct as stated in the _Netherlands Code of Conduct for Research Integrity_ (Association of Universities in the Netherlands, 2018).

The boxes on the form can be checked by clicking on them.