



NWA At home in different types of sheltered housing

Call for proposals



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1 Introduction

In this Call for proposals information is provided about the application procedure for the 'At home in different types of sheltered housing' funding round. This Call for proposals falls under the responsibility of the Dutch Research Council (NWO).

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

1.1 Background

What does the Netherlands want to know? This was the idea behind the creation of the Dutch Research Agenda (Dutch acronym NWA). The NWA has been created by an innovative process with input from scientists and citizens: the Dutch general public was invited to submit questions about science online. The national knowledge community, united in the Knowledge Coalition¹, grouped the questions collected into 140 cluster questions that were used to formulate 25 routes.²

The NWA concerns complex issues where alignment and collaboration have added value for realising scientific and societal breakthroughs. The aim of the NWA is to make a positive and structural contribution to the global knowledge society of tomorrow, where new knowledge easily passes from researchers to users and where new questions arise from the field and society that quickly and automatically find their way into new research. The NWA programme therefore encourages collaboration between different partners so that the whole is greater than the sum of its parts.

The key elements of the NWA programme are:

- The Dutch Research Agenda that consists of 25 routes and 140 cluster questions.
- Knowledge-chain-wide³ and interdisciplinary consortia, in which researchers from different disciplinary backgrounds, knowledge and societal (public and private) organisations and, where relevant, citizens collaborate on complex issues.
- Projects that concern demand-driven research, connect with the routes and cluster questions and thereby adopt a fundamental, application-oriented and field-oriented approach.
- Giving back the results to society through dialogue and interaction.

In 2018 the Ministry of Education, Culture and Science (Dutch acronym) OCW entrusted NWO with implementing the Dutch Research Agenda. The NWA comprises four programme lines⁴:

1. Research along Routes by Consortia (ORC);
2. Thematic Programming in consultation with government bodies;
3. Innovations and Networks;
4. Science Communication and Outreach.

¹ The Knowledge Coalition consists of Dutch research universities (UNL), universities of applied sciences (VH), university medical centres (NFU), the Royal Netherlands Academy of Arts and Sciences (KNAW), the Dutch Research Council (NWO), employers (VNO-NCW and MKB-Nederland) and the institutes for applied research (TNO/TO2).

² The 25 routes and corresponding cluster questions can be found in [innwa_deel_eng_digitaa.pdf \(wetenschapsagenda.nl\)](#). The 140 cluster questions can also be found in a PDF file available from <https://2.wetenschapsagenda.nl/publicatie/dutch-national-research-agenda-english/>

³ The broad knowledge chain comprises the public knowledge institutions: universities of applied sciences, universities, NWO and KNAW institutes, university medical centres and TO2 institutes, as well as other public knowledge organisations such as National Knowledge Institutes (see Chapter 7 for a full list of public knowledge organisations).

⁴ More information about the different programme lines is available at [Dutch Research Agenda \(NWA\) | NWO](#).

The call for proposals 'At home in different types of sheltered housing]' is being realised in the context of programme line 2 of the NWA programme. In this call, the initiators is/ the Ministry of Health, Welfare and Sport.

The NWO Executive Board is the decision-making body of this NWA call. The call procedure is managed by ZonMw.

1.2 Available budget

The available budget for this Call for proposals is € 2.861.000. Within this Call for proposals it is expected that a maximum of 1 proposal will be awarded funding.

1.3 Submission deadline(s)

The deadline for submitting initiatives is **14 November 2023**, before 14:00:00 hours CET.

The deadline for submitting full proposals is **5 March 2024**, before 14:00:00 hours CET.

When you submit your application in MijnZonMw, you will also need to enter some details online. Therefore please start submitting your application at least one day before the deadline of this Call for proposals. Applications that are submitted after the deadline will not be taken into consideration.

2 Aim

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

2.1 Aim of the programme

Between 2009 and 2018, the number of homeless people in the Netherlands doubled. Besides personal suffering, that also gave rise to major societal consequences. Although the growth in the number of homeless people has declined, according to the latest figures from Statistics Netherlands, municipalities and institutions indicate that the pressure on social shelters remains just as high.⁵ In addition, municipalities are increasingly expected, in a tight housing market, to face the challenge of meeting the needs of new target groups, including the economically homeless, status holders, families in shelters and migrant workers.

Both research and experience have revealed that having a home is the best starting point for working on recovery and building up a (new) future. If this is done by including an effort to prevent homelessness, then in both the short and long term, cost savings are made with respect to shelter locations, social benefits and the efforts of care organisations, police and the justice system. This would, furthermore, prevent a lot of personal suffering and the occurrence of an accumulation of problems. Therefore, the 'National Action Plan Homelessness: A Home First' focuses as much as possible on prevention and making the move from shelter to housing.⁶

In addition, municipalities are also responsible for organising places to live for people with psychological vulnerabilities who cannot live independently. Just like people who are homeless, they need an appropriate place to live with supervision, preferably in their own neighbourhood or district. If this support is organised close to people, then it is easier to actively participate in society and the chance of recovery is greater.

For sheltered housing, a lot of attention and energy has been devoted in recent years to implementing the 2015 advisory report 'From sheltered housing to sheltered living at home' and to the decentralisation of sheltered housing. During the realisation of this movement, efforts were made to change from intramural sheltered housing to more ambulant forms of (independent) sheltered housing (sheltered living at home). In the search for permanent places to live, important elements are a safe place to live, appropriate supervision to create a stable living situation, and strengthening livelihood security.

The NWA programme 'At home in different types of sheltered housing' wants to develop knowledge about different types of sheltered housing, which provide accommodation, supervision and support for (former) homeless people and people with psychological vulnerabilities. The programme will result in insights into how these types of sheltered housing can be suitably deployed for different target groups to support a 'soft landing in the neighbourhood' and what is required for this. The knowledge and insights will subsequently be translated into action perspectives for professional practice and (municipal) policy so that professionals and municipalities can properly deploy the various types of sheltered housing and provide appropriate support for these.

The programme focuses on all forms of sheltered housing and how these are or can be deployed in the Dutch context. The research should focus on people who are or have been homeless or who live or have lived in sheltered housing. A broad definition of homelessness is assumed in accordance with the ETHOS Light classification.⁷

⁵Aandeel jongere daklozen in 5 jaar tijd gehalveerd [Share of homeless young people halved in 5 years] | Statistics Netherlands

⁶Nationaal Actieplan Dakloosheid Eerst een Thuis | Rijksoverheid

⁷Veelgestelde vragen over de ETHOS telling [FAQs about the ETHOS census] - Kansfonds

This Call for proposals invites knowledge institutions and societal parties to form consortia for the development of scientific and practice-oriented research proposals aimed at the theme (ending) homelessness and (facilitating a) sheltered living at home. The consortia are required to work in an interdisciplinary and transdisciplinary manner and should have a knowledge-chain-wide composition. Knowledge-chain-wide implies that proposals connect fundamental, applied and practice-oriented research and is aligned with the knowledge needs of societal parties.

This call for proposals connects with the NWA route *Towards resilient societies* and with the route *Health care research, sickness prevention and treatment*. Within *Towards resilient societies* and *Health care research, sickness prevention and treatment*, the research will contribute to in-depth research into different types of sheltered housing.

2.2 Substantive framework

2.2.1 Societal problem

As previously stated, the number of homeless people has doubled to 40,000 and the pressure on shelters remains just as high. These figures are only an estimate; the actual number of homeless people has not yet been adequately researched. The government and municipalities are currently developing a monitor to get a better picture of the actual numbers. Crises like the COVID-19 pandemic, the increase in the number of refugees and the war in Ukraine have made the problem even more urgent still. Also, new target groups, such as economically homeless people, families in social shelters and migrant workers are threatening to once again negatively impact the rate of homelessness. Municipalities are not able to help each homeless person make the intended transition from living on the street or in a social shelter to their own place to live with supervision. At the same time, they are developing a wide range of projects and pilots to tackle homelessness within their own region in ways appropriate to the local context and in collaboration with all relevant parties.

Furthermore, municipalities are responsible for 25,000 clients who due to psychological or psychosocial problems cannot live independently and make use of sheltered housing. Given the above-stated broadly shared ambition to realise a move from intramural sheltered housing to more ambulant forms of (independent) sheltered housing (sheltered living at home), there is a greater need for supervised living at your own home within the neighbourhood. In this area as well, various national and regional projects have been started and realised in recent years. The challenges for tackling homelessness are also closely aligned with the challenges in the area of sheltered housing. At the local level, many good, small-scale projects and pilots have been set up. However, as these initiatives are local, they remain small-scale, are not structurally implemented and can only be scaled up to a limited extent. At the national level, we insufficiently examined the lessons that can be drawn from the various pilots and often small-scale forms of sheltered housing. In particular, this applies to helping people to successfully and permanently live in their neighbourhood or district without quickly relapsing into homelessness again. The evidence-based research on this theme is both limited and fragmented.

2.2.2 Required insights

The heart of this programme focuses on the question as to what a number of now regularly used types of sheltered housing for people who are (at risk of becoming) homeless and people who move out of sheltered housing look like, what the distinguishing characteristics of these types are, and how the characteristics, including the care, contribute to permanent recovery and the participation of vulnerable residents in society. Many different types of sheltered housing already exists at a small scale. Examples are *Gemengd Wonen* (Mixed Communities) or *Housing First*. It needs to be investigated what the different types of sheltered housing are, and which approaches and (successful) methodologies lie behind these. Consequently, it can be determined which approaches are effective in the long term at the level of the user, the professional and the surrounding community (liveability and resilience versus burden). Another important element is the assumptions underlying this approach or methodology.

The following will be investigated for each type of sheltered accommodation:

Process

- How are the different types of concepts for sheltered accommodation currently realised within various municipalities and which agreements are there about funding this at the municipal and regional level?
- To what extent does the housing-care form substantially connect with the guiding principles of the National Action Plan Homelessness⁶? The six guiding principles are:
 - Preventing homelessness is always better than social shelters or rehousing
 - Housing is a human right
 - Respect people's choice and control over their own decisions
 - Separate housing and care
 - Support is aimed at recovery
 - Support is flexible and tailored to the individual
- What do the different types of sheltered housing require at the process level? Which parties are involved in this, which cooperation agreements have been made (also in relation to other actors such as the social base, safety and the care office or the Healthcare Insurance Act) and what are the associated tasks and responsibilities?
- What do the different types of sheltered housing require in terms of frameworks and supervision? What do these require from the neighbourhood/surroundings? What does the sheltered housing require from the clients themselves? Which (boundary) conditions must the client satisfy to make use of a form of sheltered housing and why?

Results

- What are the results of the different types of sheltered housing in terms of the permanent accommodation of people in a vulnerable position (this includes, for example, a diverse range of people and groups with various needs)?
- How do the different types of sheltered housing in the long term contribute to the autonomy and self-determination of residents?
- Which type of sheltered housing sustainably contributes to participation in society, for whom and why?
- How are the different types of sheltered housing and possible support and supervision experienced by the resident?
- How are the different types of sheltered housing experienced by the various people involved? This should at least include the perspective of immediate neighbours/residents of the neighbourhood, professionals, housing corporations and the municipality.
- How do the different types of offered accommodation solutions contribute to the prevention of homelessness and/or a relapse into homelessness? What are the key elements involved in this?
- In which way and to what extent do the different types of sheltered housing contribute to participation in society and recovery?
- What are the effective elements and bottlenecks, in other words, what works well and what does not work, and for whom and why?

- Which costs/benefits are associated with the different types of sheltered housing and what do these consist of (within which domain or for which person involved)? Who is responsible for what? Which societal benefit do the different types of sheltered housing yield compared to (traditional) social shelters or 24-hour facilities?
- How do the special forms of sheltered accommodation contribute to the resilience of a neighbourhood and is that in proportion to any possible burden?
- In which way have a strong social basis and a neighbourhood's liveability been included in the planning of the different types of sheltered housing for people with a vulnerability?

In an overarching project, the knowledge about the different types of sheltered housing will be brought together and cross-cutting research will be done into:

- How can these different types of sheltered housing best be deployed, for whom and when, and what are the boundary conditions for this? What does this mean for the organisation of care?
- How do these different types of sheltered housing relate to existing national initiatives and trajectories, and can these forms of sheltered housing also be used for other target groups?
- What does not work (and is a waste of money and effort)?
- Which financial stimuli and which financial approach is helpful in realising long-term housing solutions for people with a vulnerability?
- Are there generic effective elements with respect to defining a framework/supervision/(spatial) design/embedding in the environment?
- Are certain types of sheltered housing more appropriate for certain target groups?
- Action perspective: how can the insights from the NWA programme be translated into practice and policy? How can (insights about) types of sheltered housing be scaled up at a national level?

2.2.3 Policy background

One of this government's priorities is to ensure a home for everybody. Every person who does not have a home is one person too many. Everybody has the right to a safe and affordable place to live, an income that is sufficient to provide for their livelihood, access to care and full participation in society. This government's ambition is to structurally and considerably reduce homelessness in the Netherlands. Social shelters must no longer be the answers to homelessness but a focus on 'A Home First' and prevention.

Therefore, the National Action Plan Homelessness 2023-2030 was launched in December 2022⁶. This action plan focuses on the paradigm shift in how we view and approach homelessness. The plan states the ambition to structurally and considerably reduce homelessness in the Netherlands, thus connecting with the Lisbon declaration to end homelessness by 2030. This requires a considerable effort and commitment from many partners, both now and in the coming years. This requires a different way of working and thinking, which has been summarised in the six guiding principles of the Action Plan. The transition from Sheltered Housing to Sheltered Living at Home cannot be seen independently of the approach to homelessness. The objectives of this transition largely agree with those of the Action Plan Homelessness 2023-2030: people with a psychological vulnerability must be able to as much as possible participate in society as equal citizens with their own home in the neighbourhood. Coherently organising and investigating the transformation from social shelters and sheltered housing is therefore an obvious approach and this has already been initiated in many regions.

The focus of the National Action Plan Homelessness 2023-2030 'A Home First', consists of six substantive lines of action:

1. Strengthen livelihood security: safeguard the guaranteed minimum income;
2. Prevention: preventing homelessness is always the best option;
3. A Home First: their own place to live for everybody, with tailored support;
4. An integrated approach to work: management, speed and the human dimension;

5. No policy without experiential knowledge: policy is drawn up, tested and realised with the help of people with experiential knowledge;
6. Inclusive approach: attention for young people, LHBTIQ+ and homeless EU citizens.

To structurally reduce homelessness, the Action Plan assumes an integrated approach and focuses on intensive collaboration between the national government, the Association of Dutch Municipalities, municipalities, housing corporations, care providers, client organisations, researchers, experiential experts, interest groups, citizens and other relevant local and national (public and private) parties.

In addition, a broad group of umbrella organisations and executive agencies – including the Association of Dutch Municipalities, the Ministry of Health, Welfare and Sport, Valente, the Dutch municipal health service and MIND - are jointly realising a work agenda for the transition to sheltered living at home. Important subjects include encouraging regional collaboration, improving access, guaranteeing flexible, scalable and downsizeable supervision, and realising sufficient homes and types of accommodation.

2.2.4 Interdisciplinary consortium

NWA consortia have an interdisciplinary composition because complex societal questions require a broad perspective and demand integral answers. Given the complex challenge that this call describes, a diverse range of expertise will have to be involved. The entire knowledge chain will play an important role in the research: fundamental insights and applied and practice-oriented knowledge must complement each other to realise a tangible impact on the entire chain. Active involvement (from the moment of problem articulation and the development of the project onwards) of societal stakeholders from policy and implementation is vital.

In addition, there should be explicit attention for the perspectives of clients, professionals and the environment within the different types of sheltered housing. Experience teaches that including these perspectives is vital when carrying out research into homelessness and sheltered housing. The perspective of the resident/client should therefore play an important role in the consortium too.

2.2.5 Programme structure

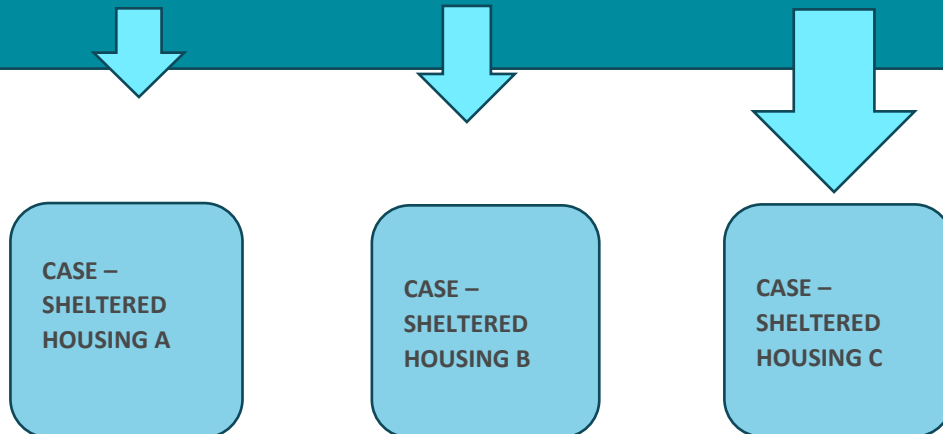
To do justice to the complexity described above, the NWA programme *At home in different types of sheltered housing* will work towards a single project in which the different programme steps (start study, cases, cross-cutting research) will be jointly tackled. The figure below serves as an example; consortia can choose to set up the number of cases around the different types of sheltered housing in a different way. ZonMw will contribute to the formation of a network around the subject and to an integrated approach by working with an initiative phase and collaborative workshops. This method will actively contribute to clustering research ideas (the consolidation of strengths), to consortium formation and to the involvement of all relevant research groups and societal stakeholders, including (the representation of) experiential experts. Researchers and other parties will be encouraged by this form of procedure and facilitated to collaborate and bring together research ideas and combine these, but ultimately, it will be up to them to take the initiative.

Start study as the foundation

Which types of sheltered housing are there and what are their characteristics?

CROSS-CUTTING PROJECT

For which joint research will be done into the overarching questions.



2.2.6 Alignment with existing knowledge and initiatives

Within a proposal, it is vital to connect with current initiatives and include existing knowledge to prevent duplication of research and ensure the mutual strengthening of activities. Accordingly, the repetition of previous (research) efforts can be avoided and accelerated developments may be made possible since a good knowledge base for certain parts of the research already exists. Within the NWA programme *At home in different types of sheltered housing*, a connection is therefore sought with the following programmes and existing initiatives:

- *National Action Plan Homelessness (VWS, BZK, SZW)*
- *A Sheltered Home (VWS)*
- *Work on implementation (government programme)*
- *Tackling people with challenging behaviour (VWS, JenV, ZonMw)*
- *Sheltered home (ZonMw)*
- *A house and home for everyone (BZK)*
- *Tackling Money Problems (SZW)*
- *Poverty and Debt (SZW)*
- *The Participation Act in the Balance (SZW)*

2.3 Societal impact

New knowledge and insights from scientific research can make an important contribution to solutions for the societal issues of today and tomorrow. Examples are the energy transition, health and care, or climate change. For more information about the NWO knowledge utilisation policy, see the website: [Knowledge utilisation | NWO](#).

2.3.1 Tailor-made impact

Depending on the aim of the funding instrument, NWO will select the approach that has the greatest chance of achieving societal impact. The primary aim of the funding instrument determines the method NWO deploys to facilitate knowledge utilisation in various phases of the project (proposal, realisation, after project completion) and the effort required from the applicant(s) and partner(s).

In this programme, the Impact Plan approach is applied. With this, NWO facilitates the development of an integrated strategy by researchers and partners to purposefully increase the likelihood of achieving the desired societal impact.

NWO offers an e-learning module that can help interested parties via [Impact - Online workshops | NWO](#).

2.3.2 Impact Plan approach in the call 'At home in different types of sheltered housing'

NWA programmes focus on complex issues where coordination and cooperation have added value to realise scientific and societal breakthroughs. NWA stimulates the cooperation between different partners to ensure that the whole is greater than the sum of its parts and that new knowledge for societal issues is developed.

Societal impact is never solely the result of knowledge and insights gained from the research. The chances of the research having societal impact are increased if important stakeholders are demonstrably involved in the research from the moment the consortium is formed until the completion of the project and beyond. Societal impact is, after all, often realised in the years after a research project has been concluded. Ensuring continuous alignment between researchers and possible knowledge users from the start of the research articulation (co-design) and when carrying out the research (co-creation) increases the chances of productive interactions and, ultimately, impact.

Together with stakeholders, consortia draw up an Impact Plan as part of the full proposal. The Impact Plan describes how the consortium expects to realise societal impact and the role that productive interactions play in this. It shows how efforts to achieve the expected impact have been integrated into the research design and what role consortium partners and stakeholders from policy, practice and industry will play in realising this impact.

3 Conditions for applicants

This chapter contains the conditions that are applicable to your grant application. Firstly, it describes who can apply for funding (Section 3.1) and what you can request funding for (Section 3.2).

Subsequently, you will find the conditions for preparing and submitting the application (Sections 3.3 and 3.4) and the specific funding conditions (Section 3.5).

3.1 Who can apply

Initiatives and full proposals are to be submitted by the main applicant on behalf of the consortium.

There are four categories of participants within a consortium:

1. Main applicant;
2. Co-applicant(s);
3. Cooperation partner(s);
4. Co-funder(s) (optional).

A consortium should consist of at least a main applicant, a co-applicant and a cooperation partner. The conditions for each type of participant are explained in more detail in the following sections.

3.1.1 Main and co-applicants

The main applicant submits the application via MijnZonMw, the electronic submission system of ZonMw. During the assessment process, ZonMw communicates with the main applicant. After an application has been awarded funding, the main applicant becomes the project leader and point of contact for ZonMw. The knowledge institution of the main applicant is the main beneficiary and becomes the official secretary.

Co-applicants have an active role in the realisation of the project. The (sub) project leaders and beneficiaries are jointly responsible for realising the entire project.

Main applicant

Full, associate and assistant professors, lecturers employed by an university of applied sciences (HBO) and other researchers with a comparable position* may act as main applicant if they have a tenured position (and therefore a paid position for an indefinite period**) or a tenure track agreement at one of the following organisations:

- universities located in the Kingdom of the Netherlands;
- university medical centres;
- institutes affiliated to the Royal Netherlands Academy of Arts and Sciences (KNAW) or NWO;
- universities of applied sciences as referred to in Article 1.8 of the Dutch Higher Education and Scientific Research Act (Dutch acronym WHW);
- TO2 institutes;
- Netherlands Cancer Institute;
- the Max Planck Institute for Psycholinguistics in Nijmegen;
- Naturalis Biodiversity Center;
- Advanced Research Centre for NanoLithography (ARCNL);
- Princess Máxima Center.

*A comparable position refers to a researcher with a demonstrable and comparable number of years of experience in conducting scientific research and supervising other researchers as a full, associate or assistant professor.

** Lecturers employed at a university of applied sciences and researchers employed at a TO2 institute may also submit as a main applicant, provided that they have at least a salaried position for a limited period of time.

Persons with a zero-hour employment agreement or with a contract for a limited period of time (other than a tenure track appointment and the above-stated exception for lectors and researchers employed at a TO2 institute) are not allowed to submit a proposal as main applicant.

It could be the case that the main applicant's tenure track agreement ends before the intended completion date of the project for which funding is applied for, or that before that date, the main applicant's tenured contract ends due to the applicant reaching retirement age. In that case, the main applicant needs to include a statement from their employer in which the organisation concerned guarantees that the project and all project members for whom funding has been requested will receive adequate supervision for the full duration of the project. Such a statement must also be included by a main applicant employed by a university of applied sciences or a TO2 institute whose employment ends before the intended completion date of the project for which funding is applied.

The main applicant submits the proposal via the ZonMw web application MijnZonMw. During the assessment process, ZonMw will communicate with the main applicant.

After a proposal has been awarded funding, the main applicant will become the project leader and point of contact for ZonMw. The knowledge institution of the main applicant is the main beneficiary and will become the official secretary.

Extra conditions:

- For this call, the main applicant may submit only one proposal in the role of main applicant;
- In addition, the main applicant may only once participate as co-applicant in another consortium.

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

Co-applicants

Co-applicants have an active role in realising the project. The (sub)project leaders and beneficiary/beneficiaries are jointly responsible for realising the entire project.

Extra conditions

- In this call, a co-applicant can participate in up to two consortia in that capacity;
- Persons with a zero-hours contract are excluded from submitting as a co-applicant.

Co-applicants can be affiliated to the institutions stated in Section 3.1.1 and to the public knowledge organisations stated in Annexe 7.3, and also to other organisations.

If the organisation to which a co-applicant is affiliated is not listed in Section 3.1.1 or Annexe 7.3, then it must meet the cumulative criteria listed below:

- Be established in the Netherlands and
- have a public service mission and
- is able to carry out research independently, and
- does not have a profit motive other than for the purposes of conducting further research.

Based on the above, capital companies⁸ and partnerships⁹ are in any case excluded from participating in the consortium as co-applicants. Other legal forms will be assessed against the cumulative criteria.

'The conduct of research' from the sub-criterion 'is able to independently carry out research' means that conducting research, as defined in the NWO Grant Rules 2017, chapter 5, is the main task of the research organisation; evidenced by official documentation such as the statutes, the deed of incorporation or other formal documentation. In addition, the research must be conducted by the organisation's own employees with a salaried employment contract.

⁸ Dutch: 'kapitaalvennootschappen'.

⁹ Dutch: 'personenvennootschappen'.

3.1.2 Cooperation partners

Cooperation partners are mandatory in this Call for proposals, because active involvement (from the demand articulation to carrying out of the project) from societal stakeholders, both public and private, is of great importance to share knowledge about challenges and possible solutions. A cooperation partner is a party that is closely involved in the implementation of the research and/or knowledge utilisation, but is unable to capitalise its contribution in advance. A cooperation partner is therefore not a main or co-applicant of co-funder.

A special cooperation partner in this call is the working together with experiential experts. They can be part of an advocacy group for homeless people and/or an organisation for sheltered accommodation, be employed by one of the cooperation partners or operate independently of an organisation to share his/her experiential knowledge. They should receive an appropriate remuneration for their effort.

Please note: no funding may be requested for salary or research costs as a co-applicant for personnel of organisations that participate as a cooperation partner in the consortium. However, it is possible to remunerate costs by hiring in these organisations as third parties via the modules 'material costs', 'knowledge utilisation' or 'project management' (see Section 3.2 and Annexe 7.1).

3.1.3 Co-funders

Co-funding is not compulsory within this call. Co-funders are organisations that participate in the consortium and contribute to the project in cash and/or in kind. Co-funders do not receive any funding from NWO. The conditions regarding co-funding are specified in Annexe 7.4.

Organisations whose employees are permitted to act as main applicants in accordance as described in Section 3.1.1 may not participate as co-funders in this Call for proposals.

An exception will be made for TO2 institutes. They may participate in a consortium as co-funders, but only if they do not also participate as a main applicant or co-applicant in the same consortium.

3.2 What can be applied for

For an application in this Call for proposals, a maximum of € 2.861.000 can be applied for. The maximum duration of the proposed project is 36 months. The budget modules (including the maximum amount) available for this Call for proposals are listed in the table below. Apply only for funding that is vital to realise the project. A more detailed explanation of the budget modules can be found in the annexe to this Call for proposals (7.1).

Budget module	Maximum amount
Professional Doctorate in Engineering (PDEng)	Unrestricted number of positions, in combination with PhD student(s) and or postdoc(s), according to UNL or NFU rates Fout! Bladwijzer niet gedefinieerd.
Non-scientific staff (NSS) at universities	€100,000, according to UNL or NFU rates Fout! Bladwijzer niet gedefinieerd. , per requested PhD student and or postdoc-position, up to a maximum of €300,000 per application

Budget module	Maximum amount
Other Scientific personnel (OSS) at universities ¹⁰	€100,000, in combination with PhD student and/or postdoc Fout! Bladwijzer niet gedefinieerd.
Research leave	10% of the of the total budget applied for, according to UNL rates Fout! Bladwijzer niet gedefinieerd.
Personnel at universities of applied sciences, educational institutions and other organisations	Unrestricted number of positions, in accordance with the applicable rate at the time of the granting decision as taken from Table 2.2, column 'Hourly rate productive hours, excl. Dutch VAT' from the <i>Handleiding Overheidstarieven</i> [HOT-Manual Dutch Government rates] (Salary tables NWO).
Material costs	€15,000 per year per FTE scientific position ¹¹
Investments (up to €150,000)	€150,000
Knowledge utilisation	It is mandatory to apply for; a minimum of 5% and a maximum of 20% of the total budget applied for
Internationalisation	€25,000
Money follows Cooperation	Less than 50% of the total budget applied for
Project management	5% of the total budget applied for

3.3 Preparing and submitting an application

This Call for proposals has two phases:

1. Registering an initiative (mandatory to submit a full proposal).
2. Submitting a full proposal.

For a complete overview of all submission requirements, please see Section 3.4.1.

Initiatives are registered via the ZonMw website. A full proposal can only be submitted via the online application system MijnZonMw. Applications that are not submitted via MijnZonMw will not be taken into consideration.

The initiative and the full proposal must be written in Dutch.

An application can only be submitted via the web application MijnZonMw. Applications that are not submitted via MijnZonMw will not be taken into consideration.

As the main applicant, you are required to submit the application via your own personal MijnZonMw account.

It is important to start with your application in MijnZonMw on time:

- if you do not yet have a MijnZonMw account, then you should create this on time to prevent any possible registration problems;
- you also need to submit other details online.

Applications submitted after the deadline will not be taken into consideration by ZonMw.

For technical questions, please contact the MijnZonMw helpdesk, see contact (Chapter 6).

¹⁰ This budget category is not intended to fund the hours of main or co-applicants. For this, either the research leave grant (for institutions that use UNL or NFU rates), or personnel universities of applied sciences, educational institutions and other organisations grant (for institutions that use the HOT rates) is available.

¹¹ This also includes positions at universities of applied sciences, educational institutions and other applying organisations.

The applicant must inform the organisation where she/he works about the submission of the application, and the organisation must accept the granting conditions of this Call for proposals.

3.3.1 The registration of initiatives

Prior to the submission of a pre-proposal, the intended main applicant must register an initiative. The initiatives will be published on the website of ZonMw.

An initiative consists of a brief explanation of the research question, an initial indication of the parties involved in the consortium, the name of the main applicant and contact details¹².

To register an initiative, main applicants should complete the online initiative form. A link to this form can be found on the programme page of this call 'At home in different types of sheltered housing'. Following a check, registered initiatives will be published online by ZonMw.

After the deadline for registering initiatives, ZonMw will organise a match-making meeting in December 2023 (see Section 4.2.2 and the time table in Section 4.2.12). More information will be announced in due time on the programme page on the ZonMw website.

It is recommended that at least one representative from each initiative submitted should participate in the whole matchmaking meeting.

3.3.2 Preparing and submitting a full proposal

Only main applicants who have submitted an initiative may submit a full proposal. The main applicant may not be changed between the submission of a pre-proposal and the submission of a full proposal.

The steps involved in writing your application are:

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

Compulsory annexes:

- budget;
- declarations of commitment of cooperation partners (see section 3.1.2);
- declaration co-funding from co-funders (mandatory if applicable, see section 3.1.3);
- letter guaranteeing the continuity of the project supervision (compulsory if applicable, see paragraph 3.1).
- Form 'Statement and signature'

In case ZonMw has made a template available, the annexe should be drawn up according to the NWO template. Annexes must be uploaded in MijnZonMw separately from the application. All of the annexes, except for the budget, must be submitted as PDF files (without encryption). The budget must be submitted in MijnZonMw as an Excel file. If co-funding is contributed then when the application is submitted, the attached declaration of co-funding should state the full co-funding pledged according to the conditions described in Section 3.5.5 / Annexe 7.4. Any annexes other than those above-mentioned are not permitted.

¹² Contact details are only published online after obtaining consent of the submitter of the initiative.

3.4 Conditions for submission

3.4.1 Formal conditions for submission

ZonMw will assess your application against the conditions listed below. Your application will only be admitted to the assessment procedure if it meets these conditions. After submitting your application, NWO requests you to be available to implement any possible administrative corrections so that you can (still) meet the conditions for submission.

These conditions are:

- the main applicant and co-applicants meet the conditions stated in Section 3.1;
- the application complies with the DORA guidelines as described in Section 4.1;
- the application form is, after a possible request to make additions or changes, complete and filled out according to the instructions;
- the application is submitted via the main applicant's MijnZonMw account;
- the application is received before the deadline;
- the application is written in Dutch;
- the application budget is drawn up in accordance with the conditions for this Call for proposals;
- the proposed project has a duration of at most 36 months;
- all of the required annexes are, after a possible request to make additions or changes, complete and filled out according to the instructions;
- the proposal was previously registered by means of an initiative (see Section 3.3.1);
- a representative from the associated initiative participated in the two collaborative workshops (see Sections 3.3.1 and 4.2.2).

3.5 Conditions on granting

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

3.5.1 Compliance with the National Knowledge Security Guidelines

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

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

The National Knowledge Security Guidelines can be found on the central government website: [Home](#).

3.5.2 Data management

The results of scientific research must be replicable, verifiable and falsifiable. In the digital age, this means that, in addition to publications, research data must also be publicly accessible insofar as this is possible. NWO expects that research data resulting from NWO-funded projects will be made publicly available, as much as possible, for reuse by other researchers. 'As open as possible, as closed as necessary' is the applicable principle in this respect. Researchers are at least expected to make the data and/or non-numerical results that underlie the conclusions of work published within the project publicly available at the same time as the work's publication. Any costs incurred for this can be included in the project budget. Researchers should explain how data emerging from the project will be dealt with based on the data management section in the full proposal and the data management plan that is drawn up after funding is awarded.

Data management section

The data management section is part of the full proposal. Researchers are asked before the start of the research to consider how the data collected will be ordered and categorised so that this can be made publicly available. Measures will often already need to be taken, during the creation of data and analysis of the data, to make its later storage and dissemination possible. If it is not possible to make all data from the project publicly available, for example due to reasons of privacy, ethics or valorisation, then the applicant is obliged to list the reasons for this in the data management section.

The data management section in the proposal is not evaluated and will therefore not be weighed in the decision whether to award funding. However, both the referees and the committee can issue advice with respect to the data management section.

3.5.3 Scientific integrity

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

3.5.4 Ethical statement or licence

The applicant is responsible for determining whether an ethical statement or licence is needed for the realisation of the proposed project. The applicant should ensure that this is obtained from the relevant institution or ethics committee on time. If the project is awarded funding, then the grant is issued under the condition that the necessary ethical statement or licence is obtained before the latest start date for the project. The project cannot start until NWO has received a copy of the ethical statement or licence.

3.5.5 Nagoya Protocol

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

3.5.6 Co-funding

Co-funding is not compulsory within this call. However, co-funders may be included in the project proposal. A distinction is made between in-cash co-funding, which serves to cover the budget for the

project activities described in the proposal, and in-kind co-funding, which can consist of the use of resources from the organisations involved. The conditions for co-funding are specified in Annexe 7.4.

Declaration co-funding by participating co-funder

In a declaration co-funding, the co-funder expresses both substantive and financial support for the project and confirms the pledged co-funding. In the declaration co-funding, the co-funder also states whether or not the pledged support originates from private sources. The declarations co-funding from all co-funders are mandatory annexes to the full proposal. The declaration co-funding must be signed by an authorised signatory of the co-funder. NWO will provide a mandatory template for the declaration co-funding.

In the case of funding being awarded, the co-funder should confirm their contribution(s) in the consortium agreement (amongst other things, for invoicing in the case of in-cash co-funding). In this agreement, further agreements are also made between the co-funder(s) and the applicant(s).

3.5.7 Declarations of commitment by cooperation partners

In a declaration of commitment, a cooperation partner declares support for the project en describes their role within the project. NWO makes a letter available on the funding page.

If funding is awarded, the cooperation partner must confirm their contribution to the project. Further agreements are also made in this agreement between the cooperation partner(s) and the applicant(s) (see also Section 5.1.5).

4 Assessment procedure

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

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

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

4.1 The San Francisco Declaration (DORA)

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

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

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

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

For more information on how NWO is implementing the principles of DORA, see [DORA | NWO](#).

4.2 Procedure

The application procedure consists of the following steps:

- Registering an initiative;
- Compulsory participation in the collaborative workshops;
- Submission of the full proposal;
- Consideration of the full proposal;
- Pre-advice assessment committee;
- Selection for interviews
- Interviews;
- Meeting of the assessment committee;
- Decision-making.

Assessment committee

For this NWA Call for proposals, an assessment committee will be appointed by the NWO Executive Board. The assessment committee will have a broad composition. This means that not only scientific expertise will be represented in the assessment committee, but also expertise from the entire knowledge chain, including societal stakeholders who are very familiar with the subject, and representatives from the target group.

Due to the special character of the Call for proposals and the expertise present in the assessment committee, NWO has decided for the assessment of the applications to make use of the possibility given in Article 2.2.4, paragraph 2, of the NWO Grant Rules 2017, to realise the assessment procedure without involving referees.

4.2.1 Registration of an initiative

With the registration of an initiative, you indicate that you want to submit an application in this Call for proposals. The registration of the initiative is mandatory to be able to submit a full proposal in a later phase. For more information, see Section 3.3.1.

You can withdraw an initiative at any time. You can do this by sending an email to ZonMw. After withdrawing an initiative, it is no longer possible to submit a full proposal.

The initiatives will be published on the ZonMw website.

4.2.2 Collaborative workshops

Following the registration of the initiatives, two consecutive collaborative workshops will be organised by ZonMw. Researchers who register an initiative will be automatically registered for the collaborative workshops.

For each initiative submitted, at least one representative must participate in both collaborative workshops. The main applicant of a full proposal (Phase 2) must have attended both workshops as well. The collaborative workshops are explicitly also open for parties that did not submit an initiative. In this manner, they also receive the opportunity to join (emerging) consortia.

The aim of the collaborative workshops is to facilitate optimal network formation around the themes and to encourage collaboration. The registered initiatives form the basis for discussions during the workshops, which offer the possibility to combine research ideas and form broad, innovative consortia (the consolidation of strengths). It is subsequently up to the participants to work together in knowledge-chain-wide, inter-and transdisciplinary innovative consortia.

More information about the workshops will also be announced on the programme page of the ZonMw website.

4.2.3 Submission of a full proposal

For the submission of the full proposal, a standard form is available on the funding page of this Call for proposals on the ZonMw website. When you write your full proposal, you must adhere to the questions stated on this form and the procedure given in the explanatory notes. You must also adhere to the conditions for the maximum number of words and pages.

Your complete application form must have been received before the deadline via MijnZonMw (see paragraph 1.3). After this deadline, you can no longer submit a full proposal. After submitting the full proposal, the main applicant will receive a confirmation of receipt.

4.2.4 Admissibility of the full proposal

As soon as possible after you have submitted your full proposal, you will hear from ZonMw whether or not your proposal will be taken into consideration. ZonMw will determine this based on several administrative-technical criteria (see the formal conditions for submission, Section 3.4). ZonMw can only take your full proposal into consideration if it meets these conditions.

Please bear in mind that within two weeks after the submission deadline, ZonMw may approach you with any possible administrative corrections that need to be made so that your proposal can (still) meet the conditions for submission. You will be given one opportunity to make the corrections, and you will be given five working days to do this.

4.2.5 Pre-advice assessment committee

After this, your full proposal will be submitted for review to several members of the assessment committee (the pre-advisers). The pre-advisers will provide a written substantive and reasoned response to the full proposal. They will formulate these comments based on the substantive assessment criteria (see Section 4.3.1) and will give the proposal a numerical score per assessment criterion. For this, the NWO score table will be used (on a scale of 1 to 9, where '1' is excellent and '9' unsatisfactory). In addition, the pre-advisers will identify which parts that need to be clarified, explained or detailed during the interview.

4.2.6 Interview selection

In principle, all consortia that submitted a full proposal will be invited for an interview by the assessment committee. If the total number of admissible full proposals exceeds six times the number of projects that can be funded, the assessment committee can decide to invite only a selection of consortia to the interview.

This interview selection is realised by submitting the proposals to the assessment committee. Based on these proposals, the assessment committee arrives at its own evaluation. Subsequently, the submitters of the highest-ranked proposals are invited for an interview. This will be no more than five times the number of proposals expected to be awarded funding or as many more or less if within five proposals of this maximum, either upwards or downwards, there is a significant jump in the provisional ranking of 0.25 points between two successive proposals.

4.2.7 Interview

During the interview, the assessment committee has the opportunity to pose questions. During the interview, the consortium can respond to these in the discussion with the committee. In this manner, the principle of hearing and rebuttal is. The interview is an important part of the assessment.

4.2.8 Meeting of the assessment committee

The committee will make its own assessment based on the available material.

Following the discussion, the committee draws up a written recommendation addressed to the NOW Executive Board about the quality and ranking of the proposals. This recommendation is based on the assessment criteria. The full proposal must receive an overall qualification of at least good to be eligible for funding. The full proposal must also receive at least the qualification good for each of the individual assessment criteria.

For more information about the qualifications, see [Applying for funding, how does it work? | NWO](#).

If, after the discussion of the full proposals, two or more of the full proposals cannot be distinguished from each other based on their weighted total score, then there is an ex aequo situation (see the paragraph about ex aequo).

4.2.9 Ex aequo

NWO understands ex aequo to be a situation in which two or more proposals based on their weighted score cannot be distinguished from each other. An ex aequo situation is relevant with respect to the borders of the available budget or the selection borders. The existence of an ex aequo situation is determined as follows. The starting point is the ranking drawn up by the assessment committee, with the final scores rounded down to two decimal points. The reference score is the score of the lowest-ranked proposal within the borders of the available budget or the selection borders. All proposals with a score that is within 0.05 or less of the reference score will be considered. In this way, the proposals that are equal within a score of 0.1 will be selected. If an ex aequo situation occurs at the borders of available budget or the selection borders, then the proposal with a better assessment pertaining to criterion 'Alignment with the objectives of the programme', will end as the highest. If the ex aequo situation is not resolved with this, then the proposal with the highest score for the criterion 'Quality of the consortium' will end highest. If the proposals subsequently in a tie, the assessment committee, with the help of an (anonymous) majority vote, will determine the ranking (in accordance with Article 2.2.7, third paragraph, sub a, part iv of the NWO Grant Rules 2017). If this vote provides no resolution either, or is not desirable to vote, the ex aequo situation will be send on to the decision-making body.

4.2.10 Decision-making

Finally, the NWO Executive Board will assess the procedure followed and the advice from the assessment committee. It will subsequently determine the final qualifications and take a decision about awarding or rejecting the proposals.

4.2.11 Timetable

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

Registering initiative	
14 November 2023, 14:00:00 hours CET	Deadline statements of intent
12 December 2023, 16 January 2024	Two collaborative workshops
Full proposals	
5 March 2024, 14:00:00 hours CET	Deadline full proposals
Mid-April 2024	Assessment committee meeting (with interview phase)
Start June 2024	Decision by the board

4.3 Criteria

4.3.1 Substantive assessment criteria

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

1. Problem definition and analysis (20%)
2. Envisaged impact and route to impact (20%)
3. Quality of the consortium (30%)
4. Quality of the research (30%)

The following aspects of the four assessment criteria will be assessed:

1. **Problem definition and analysis**

- Clearly formulated definition of the problem and resulting research questions, logically related and contributing to the objective of the call.
- Societal and scientific urgency and relevance of the defined problem.
- Interdisciplinary NWA specific: and transdisciplinary character of the problem definition and the research questions.

2. **Envisaged impact and route to impact**

- The envisaged scientific and societal impact is clearly defined and follows logically from the identified problem or question.
- The Impact pathway describes a clear route to the societal impact, as well as the role of the partners involved.
- Appropriate strategic activities to achieve the impact, such as stakeholder engagement, communication, monitoring and evaluation, and capacity development.

3. **Quality of the consortium**

- The composition of the consortium is a logical fit with the proposed project: interdisciplinary, involvement of relevant societal stakeholders and/or citizens and the wider knowledge chain.
- Complementarity of the consortium partners in terms of the knowledge, skills and expertise required to execute the project.
- Active involvement of the partners in the development of the project (co-design), from the articulation of the problem definition and the research questions, and in its execution (co-creation).
- A clear division of tasks and roles within the consortium with respect to the execution of the research and the governance of the project.
- Experiential experts will be involved and will receive an appropriate remuneration.

4. **Quality of the research**

- The scientific research question follows logically from the analysis of the problem and is original and innovative for the disciplines concerned.
- The proposed approach and methodology are suitable for achieving the specified objectives and answering the research question. NWA-specific: The consortium employs fundamental, applied and practical research in its approach.
- The integrated character of the interdisciplinary research.
- The structure of the proposed research plan: clearly defined and logically coherent work packages; suitable and well-substantiated budget; risk analysis; and, if necessary, a back-up plan.

5 Obligations for grant recipients

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

5.1.1 Content monitoring

ZonMw will assume responsibility for the substantive monitoring of the proposals awarded funding. For the duration of this programme, ZonMw will organise programme meetings.

Supervisory committee

To strengthen the monitoring and to increase the support for the realisation of the projects, a supervisory committee will be appointed (see Section 5.1.7). The committee will monitor the progress of the project and the results achieved with a focus on knowledge transfer, knowledge utilisation and the application of the results. Regular follow-up meetings will be organised. Representatives from all consortia will be asked to provide input and to take part in the meetings of the supervisory committee. Whenever that is desirable, experts will also be invited to the meetings.

5.1.2 Accountability and project completion

Accountability during the project

During the project, the main applicant is responsible for project reports. With a view to monitoring the progress of the project, ZonMw can request interim substantive and financial reports, as equally accountability for the provided co-funding, if applicable. More information about this will be provided in the award letter.

Conclusion of a project

Once a project has been completed, substantive and financial final reports will be requested. Following the approval of these the final size of the budget (and co-funding) will be established.

5.1.3 Data management

After a proposal has been awarded funding, the researcher should elaborate the data management section into a data management plan. For this, applicants can make use of the advice from the referees and committee. The applicant describes in the plan whether use will be made of existing data, whether new data will be collected or generated, and how the data will be made FAIR: Findable, Accessible, Interoperable, Reusable. Before submission, the data management plan should be checked by a data steward or similar officer of the organisation where the project will be realised. The plan should be submitted to ZonMw via MijnZonMw within 4 months after the proposal has been awarded funding. ZonMw will check the plan as quickly as possible. Approval of the data management plan by ZonMw is a condition for disbursement of the funding. The plan can be adjusted during the research.

More information about the data management protocol of NWO can be found at: [Research data management | NWO](#).

5.1.4 Intellectual property and consortium agreement

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

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

NWO's ambition is that research results can be applied by partners involved in the project. NWO aims that all research results from projects it funds are made publicly accessible while at the same time encouraging parties to further develop the research results by giving them the possibility to exploit these. For the exploitation of results, it can be desirable to transfer intellectual property rights or to license the use of these to (one of) the private parties involved in the project. The basic premise is that all research results can be published with due consideration for agreements made about publication procedures.

After a proposal has been awarded funding, the conclusion of a consortium agreement is one of the conditions for starting the project. In this agreement, arrangements are made about intellectual property and publication, knowledge transfer, confidentiality, co-financing payments, progress reports, and final reports. Uploading in MIJNZONMW is required before the project can start. The responsibility for arranging the project agreement lies with the applicant.

The model agreement that NWO makes available must be used and can be found on the funding page of this Call for proposals. This model agreement has been drawn up in accordance with the NWO Grant Rules 2017.

5.1.5 Socially responsible licensing

The knowledge that emerges from the project could be suitable for use in society. When agreements about licensing and/or the transfer of research results developed under this Call for proposals are made, due consideration should be given to the ten principles for socially responsible licensing, as stated in the NFU factsheet '[19.4511_Ten_principles_for_Socially_Responsible_Licensing_v19-12-2019.pdf \(nfu.nl\)](#)'.

5.1.6 Supervisory committee

After awarding the proposal, a supervisory committee will be appointed to supervise and advise the projects and the programme (see also Section 5.1.1). More details about this committee will follow in the grant award letter.

5.1.7 Open Access

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

Scientific articles

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

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

Books

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

CC BY licence

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

Costs

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

For more detailed information about NWO's Open Access policy, see [Open Science | NWO](#).

6 Contact and other information

6.1 Contact

6.1.1 Specific questions

For specific questions about this Call for proposals, please contact:

Eline Evelo (programme manager) +31 70 349 5470 / zonmw-woonvormen@zonmw.nl.

6.1.2 Technical questions about the online application system MijnZonMw

For technical questions about the use of MijnZonMw, please contact the MijnZonMw helpdesk. Please read the manual first before consulting the helpdesk. The MijnZonMw helpdesk can be contacted from Monday to Friday between 08:00 and 17:00 hours on +31 70 349 5176. However, you can also submit your question by email to servicedesk@zonmw.nl. You will then receive an answer within two working days.

6.2 Other information

NWO processes data from applicants received in the context of this Call in accordance with the NWO Privacy Statement, [Privacy Statement | NWO](#).

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

7 Annexe(s):

7.1 Explanation of budget modules

It is possible to apply for the funding of the salary costs of personnel who make a substantial contribution to the research. Funding of these salary costs depends on the type of appointment and the organisation where the personnel are/ will be appointed.

- For university appointments, the salary costs are funded in accordance with the UNL salary tables applicable at the moment the grant is awarded ([Salary tables | NWO](#)).
- For university medical centres, the salary costs are funded in accordance with the NFU salary tables applicable at the moment the grant is awarded ([Salary tables | NWO](#)).
- For personnel from universities of applied sciences, educational institutions and other organisations, salary costs will be funded based on the collective labour agreement pay scale of the employee concerned in accordance with the applicable rate at the time of awarding the grant as taken from Table 2.2, column 'Hourly rate productive hours, excl. Dutch VAT' from the *Handleiding Overheidstarieven* [HOT- Manual Dutch Government Rates] ([Salary tables | NWO](#)).
- For the Caribbean Netherlands, the Dutch government employs civil servants on Bonaire, Sint Eustatius and Saba under different conditions than in the European part of the Netherlands ([Employment terms and conditions | Working at the Rijksdienst Caribisch Nederland | Rijksdienst Caribisch Nederland \(rijksdienstcn.com\)](#)).

NWO will apply a mandatory one-off indexing of the salary¹³ costs with respect to:

- UNL rates: for proposals submitted before 1 July and that are awarded funding after 1 July;
- NFU rates: for proposals submitted before 1 August that are awarded funding after 1 August;
- HOT rates: for proposals submitted before 1 January that are awarded funding after 1 January.

The mandatory one-off indexing has no influence on the level of the grant ceiling or on the maximum amount of the grant awarded per proposal. The level of the grant ceiling and the maximum amount of the grant awarded will remain unchanged during the assessment procedure. The mandatory one-off indexing will be applied after the decision-taking about awarding or rejecting proposals has been completed.

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

The rates for all budget modules are incorporated in the budget template that accompanies the application form. For the budget modules 'EngD' and 'Postdoc', a one-off individual bench fee of €5,000 is added on top of the salary costs to encourage the scientific career of the project employee funded by NWO. Remunerations for PhD scholarship students ('bursalen') at a Dutch university are not eligible for funding from NWO.

The available budget modules are explained below.

Engineering Doctorate degree (EngD)

Funding for the appointment of a EngD can only be applied for if funding for a PhD student or postdoc is also applied for.

The appointment for a EngD position is a maximum of 1.0 FTE for 24 months. The EngD trainee is employed by the institution applying for funding and can realise activities that are part of the research at an industrial partner for a specified time. If the research proposal is awarded funding, then an agreement must be concluded with the industrial partner(s) concerned. The underlying 'Technological Designer Programme' must be described in the proposal.

¹³ 1 July, 1 August and 1 January are the dates on which the relevant rates are generally adjusted, in the case of indexation the date of actual annual adjustment will be taken into account.

Postdoc

The size and duration of the postdoc appointment is at least 6 full months and at most 48 full-time months. The size and duration of the appointment is at the applicant's discretion, but the appointment is always for at least 0.5 FTE or for a duration of at least 12 months. The product of FTE x duration of appointment should always be a minimum of 6 full-time months.

The material budget is available to cover the costs of a more limited appointment of a postdoc.

Non-scientific staff (NSS) at universities

Funding for the appointment of NSS required to realise the research project can only be applied for if funding for a PhD student or postdoc is also applied for. A maximum of €100,000 per PhD student or postdoc can be requested for NSS, up to a maximum of €300,000 per application. This includes personnel such as student assistants, programmers, technical assistants or analysts. Depending on the level of the position, the appropriate salary table for NSS at MBO, HBO or university level applies.

The size of the appointment is at least 6 full-time months and at most 48 full-time months. The size and duration of the appointment is at the applicant's discretion, but the appointment is always for at least 0.5 FTE or for a duration of at least 12 months. The product of FTE x duration of appointment should always be a minimum of 6 full-time months.

The material budget is available to cover the costs of a more limited appointment of NSS.

Other Scientific personnel (OSS) at universities

Budget for OSS such as AIOS (doctor training to be a specialist), ANIOS (doctor not training to be a specialist), scientific programmers or employees with a master's degree can only be applied for if funding for a PhD student or postdoc is also applied for. For this category, a maximum of €100,000 can be applied for.

The size of the appointment is at least 6 full-time months and at most 48 full-time months. The size and duration of the appointment is at the applicant's discretion, but the appointment is always for at least 0.5 FTE or for a duration of at least 12 months. The product of FTE x duration of appointment should always be a minimum of 6 full-time months.

Research leave for applicants

With this budget module, funding can be requested for the costs of the research leave of the main and/or co-applicant(s). The employer of the applicant(s) can use this to cover the costs of relinquishing him or her from educational, supervisory, administrative or management tasks (not research tasks). The time that is released through the research leave grant can only be used by the applicant(s) for activities in the context of the project. The proposal must describe which activities in the context of the project the applicant(s) will carry out in the time relinquished.

The maximum amount of research leave that can be applied for is the equivalent of 5 full-time months. The total funding requested for research leave in the NWA-call may not exceed 10% of the total budget requested from NWO. NWO funds the research leave in accordance with the salary tables for a senior scientific employee (scale 11) at the time the grant is awarded ([Salary tables | NWO](#)).

Personnel universities of applied sciences, educational institutions and other organisations

With the exception of personnel that fall under UNL or NFU rates, costs for the funding of personnel employed at a university of applied sciences, educational institution or at other organisations will be remunerated in accordance with Table 2.2, column 'Hourly rate productive hours, excl. Dutch VAT' from the *Handleiding Overheidstarieven* [HOT- Manual Dutch Government Rates] ([Salary tables | NWO](#)).

For the calculation you should use the number of productive hours stated in the valid volume of the *Handleiding Overheidstarieven*.

Explanation of budget module Material

For each FTE scientific position (PhD student, postdoc, EngD) applied for, a maximum of €15,000 material budget can be applied for per year of the appointment. Material budget for smaller appointments can be applied for on a proportionate basis and will be made available by NWO accordingly. Per 0.2 FTE scientific employee applied for at a university of applied sciences, educational institution or other organisation (with a minimum appointment of 0.2 FTE for 12 months) a maximum of €15,000 in material budget can be applied for per year.

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

Project-related goods/services

- consumables (e.g. glassware, chemicals, cryogenic fluids, etc.);
- measurement and calculation time (e.g. access to supercomputer, etc.);
- costs for acquiring or using data collections (e.g. from Statistics Netherlands [CBS]), for which the total amount may not be more than €25,000 per proposal;
- access to large national and international facilities (e.g. cleanroom, synchrotron, etc.);
- work by third parties (e.g. laboratory analyses, data collection, citizen science, etc.);
- personnel costs for the appointment of a postdoc and/or non-scientific personnel for a smaller appointment size than those offered in the personnel budget modules.

Travel and accommodation costs for the personnel positions applied for

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

Implementation costs

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

Costs that cannot be applied for are:

- basic facilities within the institution (e.g. laptops, office furniture, etc.);
- maintenance and insurance costs.

If the maximum amount is not sufficient for realising the research, then this amount may be deviated from, if a clear justification is provided in the proposal.

Citizen science

Involving citizens (citizen science) can contribute to the quality of the research. With the help of citizens, data and insights can be acquired that would not otherwise be available for research. NWO also funds citizen science. Applicants can use the budget module 'material, project-related goods/services, work by third parties' to request a remuneration for the involvement of citizens in projects. The budget module offers a possibility and is not a requirement. Applicants are free to decide whether it is worthwhile involving citizens in the project and what exactly they use this budget for (for example, reimbursement of expenses of citizens, skills training for citizens or technical devices for the participating citizen).

Researchers must ensure the responsible deployment of citizens¹⁴ and guarantee the quality of the work/data. This means that public involvement in the research entails obligations and requires constant time and attention. With regard to managing citizen science, NWO recommends that researchers:

- Organise sufficient interaction, ideally by combining virtual and physical events;
- ensure regular feedback to participating citizens, for example from the project manager.

The effective implementation of citizen science also requires:

- That the researchers are transparent towards the citizens/participants about the goals, working methods and phases of those parts of the research project in which the citizens are involved.
- That the researchers explicitly define the quality standards and monitor these. The same principles and standards apply to citizen science as to the assessment of scientific practice in general. The Netherlands Code of Conduct for Research Integrity also applies to citizen science. This means that participating citizens must also comply with privacy legislation.
- That the researchers should fully recognise the participation of citizens involved in research, for example through acknowledgements in scientific publications.

Explanation of budget module Investments (up to €150,000)

In this budget module, funding can be requested up to a maximum of €150,000 for investments in equipment, datasets and/or software (e.g. lasers, specialised computers or computer programs).

Explanation of budget module Knowledge utilisation

The aim of this budget module is to facilitate the use of the knowledge that emerges from the research.¹⁵ At least 5% but no more than 20% of the total budget applied for should be spent on knowledge utilisation activities via this budget module.

As knowledge utilisation takes many different forms in different scientific fields, the applicant needs to specify the required costs, e.g. costs of producing a teaching package, conducting a feasibility study into potential applications, or the costs of filing a patent application.

The budget applied for should be adequately specified in the proposal.

In the context of the Impact Plan, consortia are expected to earmark budget for the following activities:

- Specific activities to promote knowledge utilisation towards intermediary or other parties not funded in the projects, e.g. knowledge platforms. These activities include joint learning, training and communication activities.
- Stakeholders' engagement: activities organised by the consortium aimed at involving stakeholders, such as consultation workshops, expert meetings, round table meetings, etc.
- Communication: activities organised by the consortium such as national and international learning events, development of videos, blogs, newsletters and other media communications. This may include the hiring in of communication expertise.
- Skills development: activities aimed at developing skills beyond the levels of individual students, PhD students or postdocs, such as developing courses for stakeholders or Master's students.
- Monitoring and evaluation moments in which knowledge utilisation is discussed, such as interim evaluations and supervisory committee meetings (see Sections 5.1.1 and 5.1.7).

Travel expenses for co-funding partners are explicitly not eligible for funding in this module. However, travel expenses for cooperation partners and external parties in the social practice of the project are eligible.

The budget applied for should be adequately specified in the proposal.

¹⁴By 'responsible use', NWO means that the use of citizens must have a clear added value for the research, that occupational health and safety and privacy legislation must be complied with, and that clear agreements must be made concerning hours to be contributed, supervision and further training. One way in which this can be implemented is by a volunteer agreement (for a model agreement in Dutch, see <https://www.movisie.nl/tool/model-vrijwilligersovereenkomst>).

¹⁵ In this budget module, the definition for 'knowledge transfer' as used by the European Commission in the Framework for State aid for research and development and innovation (PbEU, 2014, C198) applies.

Explanation of budget module Internationalisation

The budget for internationalisation is intended to encourage international collaboration. The budget applied for may not exceed €25,000. The amount requested must be specified. If the maximum amount is not sufficient for realising the research, then it may be deviated from if an adequate justification is provided in the proposal.

Funding can be requested for:

- travel and accommodation costs in so far as these concern direct research costs emerging from the international collaboration and additional costs for internationalisation that cannot be covered in another manner, for example from the bench fee;
- travel and accommodation costs for foreign guest researchers;
- costs for organising international workshops/symposia/scientific meetings.

Explanation of the budget module Money follows Cooperation (MfC)

The module Money follows Cooperation provides the possibility of realising a part of the project at a publicly funded knowledge institution outside of the Netherlands.

The applicant must convincingly argue how the researcher from the foreign knowledge institution will contribute specific expertise to the research project that is not available in the Netherlands at the level necessary for the project.

This condition does not apply if NWO has concluded a bilateral agreement concerning Money follows Cooperation with the national research council of the country where the foreign knowledge institution is located. At [Money Follows Cooperation | NWO](#) you will find an overview of research councils that signed a bilateral MfC agreement with NWO.

The budget applied for within this module must be less than 50% of the total budget applied for.

The co-applicant from the participating foreign knowledge institution must meet the conditions set for co-applicants in Section 3.1 of this Call for proposals, with the exception of the condition that the co-applicant must be employed in the Kingdom of the Netherlands.

The rates for the personnel costs of researchers at the foreign knowledge institution are calculated on the basis of the correction coefficients table of the Marie Skłodowska-Curie grants (EU, Horizon 2020), based on the Dutch UNL rates. The table can be found at [Money Follows Cooperation | NWO](#).

The main applicant receives the grant and is responsible for transferring the amount to the foreign knowledge institution and for providing accountability for the MfC part of the grant. The MfC part will be part of the overall financial accountability of the project.

The exchange rate risk lies with the applicants. Therefore, gains or losses due to the exchange rate are not eligible for funding.

The applicant is responsible for:

- the financial accountability for all costs in both euros and the local currency, for which the exchange rate used must be visible;
- a reasonable determination of the size of the exchange rate. If requested by NWO, the applicant must always be able to provide a description of this reasonable determination.

If more than €125,000 is requested within this module, then the final financial statement must be accompanied by an audit report.

NWO will not award any funding to co-applicants in countries that fall under national or international sanction legislation and rules. The EU Sanctions Map ([EU Sanctions Map](#)) is guiding in this respect.

Explanation of the budget module Project Management

The Project Management module offers the opportunity to request a project management post up to a maximum of 5% of the total budget requested from NWO. The main applicant must adequately justify this post.

Project management includes the following: optimising the organisational structure of the consortium, supporting the consortium and the main applicant, safeguarding the coherence, progress and unity of the project, and coordinating between the sub-projects within the project. These tasks may also be carried out by external parties if such parties are not available at the main applicant's knowledge institution. Knowledge institutions should take account of public procurement rules in the tender procedure for selecting a third party and, where appropriate, follow a European procurement procedure. The activities of main applicants and co-applicants themselves in relation to the project or project management may not be funded under this budget module.

The budget to be requested for project management can consist of material or implementation costs and personnel costs. For personnel costs, a maximum rate of € 121 per hour can be claimed. The hourly rate of personnel to be appointed must be based on a cost-covering rate and is calculated on the basis of the standard productive number of hours used by the organisation. The cost-covering rate includes:

- (average) gross salary corresponding to the position of the employee who will contribute to the project (based on the collective labour agreement grade of the employee concerned);
- holiday allowance and 13th month (if applicable in the relevant collective labour agreement) in proportion to the FTE deployed;
- social security charges;
- pension costs;
- overheads.

Project management tasks may be carried out by external parties, but the part of (commercial) hourly rates that exceeds the rates stated is not eligible for funding and therefore cannot be included in the budget

7.2 Industrial and Societal Doctorates

Under the budget module PhD, Industrial and Societal Doctorates (ID/SD) can also be applied for. Industrial and Societal doctorates are understood to be PhD students who will do their research at both the knowledge institution and an organisation that is not a (co-)applicant. If an organisation and the knowledge institution closely collaborate, then this increases the chance that the knowledge will actually find its way into everyday practice. The research should be an integral part of the project. In the case that an Industrial or Societal Doctorate is appointed, the private or public organisation which is involved in the doctorate should assume responsibility for at least 25% of the salary costs. This contribution may be part of the minimum required co-funding and in that case should always be in cash.

The intended PhD student may be employed by the knowledge institution or the organisation. The activities realised by the PhD student must always fall under fundamental or industrial research. The salary costs of the PhD student are always remunerated in accordance with the valid UNL rate. NWO will fund a maximum of 75% of this amount and at least 25% of the amount must be contributed by the organisation that is not a (co-)applicant. Any additional salary costs – due to an actual salary that is above the UNL rate – should be covered by the employer and may be contributed to the project in the form of in-kind funding. For the calculation of a surplus, the employer costs minus the UNL rates for an appointment of the same size is assumed. The support/grant may not be transferred to the organisation that is not a (co-)applicant.

If an Industrial Doctorate or Societal Doctorate PhD position is applied for, then the parties should make agreements about possible IP rights that are generated by the PhD student concerned. With this, allowance should be made for possible access to the research results by other project participants, under FRAND (fair, reasonable and non-discriminatory) conditions or otherwise. The NWO grant is only awarded to the knowledge institution for the purpose of the PhD research project. In this context, it should be noted that in accordance with the application of the NWO Grant Rules 2017, all research results should be published as soon as possible in Open Access form, and accordingly serve the public interest. Furthermore, all other provisions from chapter 5 apply, as mentioned in Section 5.1.3 (Intellectual Property and Consortium agreement).

7.3 Public Knowledge Organisations

The public knowledge organisations listed below may act as co-applicants in a consortium. The check mentioned in Section 3.1.1 is not required for these organisations.

National knowledge institutes (source: <https://www.knmi.nl/kennis-en-datacentrum/project/rki>):

1. CBS – Centraal Bureau voor de Statistiek (Statistics Netherlands)
2. CPB – Centraal Planbureau (Netherlands Bureau for Economic Policy Analysis)
3. KiM – Kennisinstituut voor Mobiliteitsbeleid (Netherlands Institute for Transport Policy Analysis)
4. KNMI – Koninklijk Nederlands Meteorologisch Instituut (Royal Netherlands Meteorological Institute)
5. NFI – Nederlands Forensisch Instituut (Netherlands Forensic Institute)
6. PBL – Planbureau voor de Leefomgeving (Netherlands Environmental Assessment Agency)
7. RCE – Rijksdienst voor het Cultureel Erfgoed (Cultural Heritage Agency of the Netherlands)
8. RIVM – Rijksinstituut voor Volksgezondheid en Milieu (National Institute for Public Health and the Environment)
9. RKD – Nederlands Instituut voor Kunstgeschiedenis (Netherlands Institute for Art History)
10. RWS – Rijkswaterstaat (Directorate-General for Public Works and Water Management)
11. SCP – Sociaal en Cultureel Planbureau (Netherlands Institute for Social Research)
12. WODC – Wetenschappelijk Onderzoek- en Documentatiecentrum (Research and Documentation Centre)

Other public knowledge institutions (source: [Public Knowledge Organisations Netherlands | Rathenau Institute](#)):

13. Boekman Foundation – Institute for arts, culture and related policy
14. Clingendael – Netherlands Institute of International Relations
15. Geonovum – Knowledge organisation for geographic information
16. Movisie – Centre for social issues
17. Mulier Institute – Centre for sports research
18. (N) IFV – (Netherlands) Institute for Safety
19. NIVEL – Netherlands Institute for Health Services Research
20. NJi – Nederlands Jeugdinstituut (Netherlands Youth Institute)
21. Police Academy – Training, knowledge and research for the Dutch National Police
22. SWOON-NLDA – Stichting Wetenschappelijk Onderwijs en Onderzoek Nederlandse Defensieacademie (foundation for scientific education and research of the Netherlands Defence Academy)
23. SWOV – Stichting Wetenschappelijk Onderzoek Verkeersveiligheid (Institute for Road Safety Research)
24. Trimbos Institute – Institute for mental health, drug abuse and addiction
25. VeiligheidNL – Organisation to promote safe behaviour
26. Vilans – Research into long-term care

7.4 Conditions for co-funding

[Invoicing in-cash co-funding](#)

After the proposal has been awarded funding, NWO will invoice the private or public party that has pledged an in-cash contribution. After these funds have been received, NWO will allocate the funding to the project.

The following are permitted as in-kind co-funding:

The use of personnel and material contributions is permitted on the condition that these are capitalised and are fully part of the project. Services and know-how may not already exist or be available to the applicant. In-kind contributions are only accepted under the condition that the part contributed by the co-funder is an integral part of the work plan and can be made visible as an identifiable effort.

Determining the value of in-kind co-funding

- The use of personnel is valued on the basis of hours x rate, whereby the hourly rate is based on the actual salary costs (incl. a premium for social benefits and employer costs). Furthermore, 1400 hours is taken as the standard number of productive hours per year for the calculation of the hourly rate. This hourly rate may be no more than €125 per hour;
- The value for material in-kind contributions is determined on the basis of the cost price of consumables. The value of investments/equipment is determined based on standard depreciation costs bearing in mind the intensity of use and any existing depreciations according to applicable reporting principles;
- For in-kind contributions in the form of services or know-how (knowledge, software, access to databases or cell lines) the economic value must be established and only the actual costs that can be directly attributed to the project may be counted as co-funding. This is always without a profit margin. Furthermore, the service or know-how must not already be present at or available to the applicant.

Co-funders should justify the structure and size of the in-kind contributions provided (including hourly rates) in the letter of support. NWO can request substantiation and documented evidence of the rates used and can also request their adjustment.

The following may not be contributed as co-funding (both in cash and in kind):

- funding awarded by NWO;¹⁶
- PPP allowance;
- co-funding from organisations where the main or co-applicant(s);
- discounts on commercial rates, e.g. on materials, equipment and services;
- costs related to overheads, supervision, consultancy and/or participation in the supervisory committee;
- costs of services that are conditional. The co-funding provided may not be subject to any conditions. The provision of the co-funding may not depend on whether a certain stage in the research plan is achieved (e.g. go/no-go moment);
- costs that are not reimbursed according to the call for proposals;
- costs of equipment if one of the (main) objectives of the proposal is the improvement or creation of added value for this equipment.

Accounting for in-kind co-funding

The main applicant reports to NWO about the in-kind co-funding that he or she has received from a co-funder. The main applicant annually provides accountability in accordance with the NWO Grant Rules 2017. If a co-funder fails to partly or entirely fulfill his or her obligations to the main applicant and/or NWO, then this can have consequences for the grant settlement (see Article 3.4.5 of the NWO Grant Rules 2017).

¹⁶ Funding awarded by NWO is understood to be funding obtained through a proposal submitted to NWO that is granted funding. In this regard it does not matter from which programme this funding was obtained or who the recipient of the funding is.

Publication: September 2023

Dutch Research Council

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Cover image: Andrey Popov/shutterstock

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