IAS-Luxembourg

Funding Instrument 2025 AUDACITY

Call description and guidelines for candidates

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Call templates: Documents - University of Luxembourg I Uni.lu
Call information: Funding instruments - University of Luxembourg I Uni.lu

Online submission tool (ePAS): https://research.uni.lux

Timeline 2025 Call:

Publication of call	Institutional validation deadline	Submission deadline	Selection Committee Meeting	Communication of call results	Earliest project start date
01 June 2025	12 Sept 2025 @EOB	19 Sept 2025 @2pm CET	27 Nov 2025	Early-Dec 2025	01 Mar 2026

Description and application guidelines

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

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For any information request, one email address: **ias@uni.lu.**

1. Description of the AUDACITY call

1.1 Introduction

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

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

PIs who have been granted an AUDACITY project automatically join the IAS-Luxembourg as IAS fellows for the duration of the project.

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

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

1.2 Eligibility for participation

The interdisciplinary nature of AUDACITY projects demands that they are led by <u>two or three Principal Investigators</u> (PIs), who have different disciplinary backgrounds and contribute equally to the overall interdisciplinary objective of the project. The AUDACITY project consortium will, therefore, consist of one Coordinating-PI (Coord-PI) and 1 or 2 PIs.

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

- Full, Associated or Assistant Professors as Coord-PI or PI.

- Permanent Research Scientists holding a full ADR as Coord-PI or PI.

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

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

1.3   Exclusion period

PIs who have been awarded an AUDACITY research project in one year are excluded from the call in the following year (for 1 call - example: funding received for an AUDACITY project in the call 2024, implies the exclusion of the PIs for the call 2025), regardless of the duration of their project.

2. Requirements for project application

2.1   Principal Investigators and project coordination

The PIs collaborating in an AUDACITY project should:

- comply with the AUDACITY eligibility requirements (section 1.2) and belong to different disciplines.

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

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

Among the PIs, the Coord-PI organises the writing and submission of the project proposal, facilitates interdisciplinary approaches, the coordination between the PIs, the reporting, and the exchange with the UL administration and governance. The Coord-PI is the single point of contact for the Head of IAS-Luxembourg and the IAS support team.

2.2   Specificities of the AUDACITY projects

Duration and budget ceiling

An AUDACITY project has a maximum duration of **4 years** but projects with a shorter lifespan of 2 to 3 years are also eligible. In conformity with the university law, if an AUDACITY project budget covers the funding for a doctoral candidate, the project duration must be 4 years.

The IAS-funding granted to an AUDACITY project is limited to a maximum of **460 000 €**. An argued adaptation of project duration and cost-neutral budget shifts between budget lines during the project are possible. In such cases, the Coord-PI must contact the IAS support team as soon as possible and at the latest 3 months prior to the initial project end date.

Multiple project submission, project resubmission and follow-up

A researcher can only participate in one single proposal per call, either as a Coord-PI or as a PI.
Projects, which have been submitted in previous AUDACITY calls and have not been retained

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

By submitting a proposal the applicants confirm that the research planned in the submitted AUDACITY project is not funded by other means. The combination of an AUDACITY project with other IAS funding instruments ([Funding instruments - University of Luxembourg I Uni.lu](#)) is possible.

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

2.3   Intellectual property rights (IPR) and authorship

IPR

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

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

Funding acknowledgement statement

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

Result valorisation

The valorisation process allows the University of Luxembourg to protect, valorise and transform research results into products, processes, services or innovative and economically viable forms of technology duly protected by intellectual property rights. According to national law, all researchers who decide to valorise an innovative result, resulting from their scientific work, must declare it to their employer. The **PaKTT Office** at UL provides support and guidance for researchers who aim to valorise their results. Further questions regarding IPR issues, shall be raised to the attention of the PaKTT Office (paktto@uni.lu) or support structures/officers at the concerned entity of the University. [Knowledge and technology transfer - University of Luxembourg I Uni.lu](#)

2.4   Ethics, Open Science, gender, and doctoral education

Code of conduct, ethics and personal data

UL promotes the responsible conduct of research as described in the **University of Luxembourg - Code of Conduct**, and it respects fundamental ethical principles as listed in

the Charter of Fundamental Rights of the European Union. Any research involving the participation of human subjects, animals or the use of biological materials or personal data, or which may represent a risk for the environment or for society, is considered as having an ethical component. Ethical components must be specifically addressed in the AUDACITY proposal, by fulfilling the **ethics principles** in force at UL. The following panels and contact points might be of relevance:

- The PI must consult the **Ethics Review Panel** of the University of Luxembourg ([ERP webpage](#)) regarding the general ethical aspects of their projects before beginning their research. The Ethics Review Panel may not intervene after the start of a research project phase that raises ethical questions. The ERP may not approve a research project on an ad hoc basis. If the project takes place in a clinical context in Luxembourg and/or involves patients, additional approval may be required from the **Comité National d'Éthique de Recherche** (CNER) and/or the **Commission Nationale de la Protection des Données** (CNPD [Commission nationale pour la protection des données - Luxembourg (public.lu)](#)).

- In case the proposal involves animals, the **Animal Experimentation Ethics Committee** of the University of Luxembourg ([AEEC webpage](#)) shall be consulted. This committee examines and delivers an opinion on projects that use animals for scientific purposes.

- For projects handling personal data, the **Data Protection Officer** at Uni.lu ([DPO](#)) provides advice and guidance on data protection to university staff and is the contact person for the National Commission for Data Protection (CNPD).

Open Science and DORA

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

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

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

Gender equity

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

Doctoral education

Doctoral candidates of an AUDACITY project are registered in one of the doctoral programmes of the University of Luxembourg. Further information on doctoral education at UL can be found under "Doctoral education" ([Doctoral education - University of Luxembourg I Uni.lu](#)) and "Office of doctoral studies – BED" ([Office of Doctoral Studies - University of Luxembourg I Uni.lu](#)).

2.5   Eligible costs

The maximum funding of an AUDACITY project is **460 000 €** and can be annually distributed in an *ad hoc* manner over the entire project duration (maximum 4 years). The AUDACITY call provides funding to recruit only non-permanent staff, namely doctoral candidates, post-doctoral fellows, and technical staff for the duration of the project.

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

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

#	AUDACITY costs	Eligibility	Applicability
A	Personnel costs	YES	Doctoral candidates, post-doctoral fellows, technical staff.
B	Third party collaborator, experts	YES	Invited experts, expert speakers' fees.
C	Equipment	YES	Including computer. Max. 5000€ by project.
D	Travel costs	YES	Consult the UL financial guidelines*.
E	Documentation	YES	Books, journals, subscription to electronic journals or data bases. Max. 4000€ per project.
F	Other costs	YES	Catering, logistics, room rental. Open Access publications, patents filing costs. Advertising, conference, organisation and registration, publications.
G	Operating expenses	YES	Supplies, consumables, subcontracting (if no other UL component can do the activity)

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

2.6   External contribution to AUDACITY projects

Affiliated Professors

Affiliated Professors of the University of Luxembourg can participate as PIs but not as Coord-PI, under the condition that their salary and in-kind contribution to the AUDACITY projects are financially supported by their respective institution.

Affiliated Professors typically contribute through the supervision of doctoral candidates and postdocs.

Contribution from other IAS funding instruments

Financial support from the other IAS instruments DISTINGUISHED, YOUNG ACADEMICS and BRAINSTORM are considered external sources of funding which contribute to the overall

objective of the AUDACITY project. If you plan a combination of different IAS funding instruments, please list all the additional forecasted funding support in the appropriate budget section.

Other external contributions

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

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

2.7 Duties and tasks of IAS fellows

- Upon starting an Audacity project, PIs automatically become members of the IAS College of Fellows.
- PIs of IAS grant receiving projects are obliged to take an active role within the IAS, in particular by participating in annual IAS events organized several times a year.
- At the end of each project, the project team (including postdoctoral and doctoral students) will be asked to present the project and discuss the results.
- PIs and anyone employed on an IAS funded project shall name the IAS as their secondary affiliation (in addition to their primary UL department or research unit affiliation) on any publications and other scientific outputs accruing from an IAS funded project.
- Address to be used: Institute for Advanced Studies, University of Luxembourg, Campus Belval, L-4365 Esch-sur-Alzette, Luxembourg.

3. Practical application to the AUDACITY call

3.1 Key rules

- Proposals must be written in English. Refer to the application templates for further instructions.
- The Project Application Form must be accompanied by a Project Budget Form (an online submission form or an Excel spreadsheet), both forms must be submitted together.
- Please use Arial, font 11, single space and 1.5 cm top/bottom/left/right margins to fill in the application form.
- All proposals for the AUDACITY call will have to be submitted via the online submission tool (https://research.uni.lux).
- No modification after the deadline will be accepted. Incomplete proposals and those received after the deadline will not be processed. Major budgetary errors may result in the rejection of the proposal. Do not hesitate to contact the IAS support team in case of doubt.

3.2 Tasks prior to submission

1. **For researchers with less experience in applying for research funding.** Your

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

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

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

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

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

3.3 Application process

The application process consists of **5 main steps.**

Step 1: Fill in the application form

• Download the application form and the budget template (see [Documents - University of Luxembourg I Uni.lu](#))

• Standardize the file name:
  "IAS-AUDACITY-2025_ProjectACRONYM_PI LastName_PI FirstName".

• In the application form, fill in the requested information (please carefully read section 3.4).

• Complete the provided budget template (carefully read section 3.5).

Step 2: Institutional validation (mandatory for all proposals)

• One week before the call deadline, you must send your preliminary proposal and budget to the IAS support team using the email address: ias@uni.lu for an institutional validation.

• The IAS support team will check for completeness and conformity with eligibility requirements (budget, PIs, etc.). The support team will not comment on the scientific content of the project.

• Without institutional validation, the final application will be rejected.

• Once you have received the feedback from the IAS support team, you can make necessary corrections, if any.

Step 3: Upload the application form, complete the general project information via the online submission platform

• Upload the application form as PDF-file.

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

Step 4: Fill in the budget information via the online submission tool or attach the budget excel file together with the project proposal as a separate file.

Step 5: Invite your research facilitator/coordinator for proposal validation

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

To be on the safe side, you can send your budget information and project proposal by e-mail to the IAS team.

Please make sure that all items on the AUDACITY checklist are checked. No submission is possible before the checklist is completed.

3.4 Application form

Proposals must be written in English with a fixed number of pages as detailed in the sections below. Font Arial, size 11, single line spacing and 1.5 cm top/bottom/left/right margins must be used through the entire document. Proposals that do not follow these instructions will be rejected.

Modifications after the deadline are not accepted. Incomplete proposals and those received after the deadline will not be processed.

1. General project information

- Project ACRONYM, project title, starting date, duration (months), budget (maximum 460k€), recruitment (f. i. doctoral, postdoctoral fellows, technical staff on non-permanent contract).

- Please complete the requested information for the Coord-PI and the other PIs (maximum 3 PIs including the Coord-PI from different departments or entities).

2. Project description

2.1 Abstract (max. 0.5 page)

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

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

- Make clear in the abstract why the work is important, risky, and interdisciplinary.

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

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

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

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

references to literature).

- Provide an assessment of research needs (the main conclusions leading to the proposal).
- List the details of relevant references, including own work, in section 7 of the project proposal form (Bibliography).

2.3 Project description and objectives (max. 2 pages)

- Please note, that "Interdisciplinarity" and "Excellence" are essential criteria for the project evaluation. An AUDACITY project shall be a project between PIs from different disciplines.

  The IAS applies the following definition of **interdisciplinary** research: "*a mode of research by teams or individuals that integrates information, data, techniques, tools, perspectives, concepts, and/or theories from two or more disciplines or bodies of specialized knowledge to advance fundamental understanding or to solve problems whose solutions are beyond the scope of a single discipline or area of research practice*[1]".

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

- **In this section**

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

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

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

2.4 Research approach and methods (max. 1 page)

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

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

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

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

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

4. Describe the interdisciplinarity (max. 0.5 page)

- Describe and justify the degree of interdisciplinarity of the project proposal.

- Explain how various disciplines will work together cohesively to achieve the project's objectives.

- Address how challenges of integration, such as differences in terminology, methodologies, or priorities, will be managed.

- Outline any tools, processes, or structures (e.g., shared meetings, interdisciplinary teams) that will facilitate effective collaboration.

5. Project outcomes and follow-ups (max. 1 page)

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

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

- **Future research plans.** Indicate how the results of the project can form the basis for future research and what the plans are (depending on the results) for future grant applications to UL-external funding institutions.

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

6. Description of the AUDACITY project consortium incl. gender balance (max. 1 page)

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

- Provide an overview of the team composition, focusing on gender balance. Specify the number of team members identifying as different genders (e.g., women, men, non-binary, other self-identifications).

- Describe how the gender balance is taken into account in the project proposal and by what means. Describe any efforts to promote gender diversity in achieving balance.

- Address potential issues related to Intellectual property rights and confidentiality,

especially if subcontracting part of the work to externals, generating and sharing results with partner institution in Luxembourg and abroad.

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

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

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

8. Bibliography (max. 20 references)

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

- Apply the formatting style common in your research field.

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

9. Curriculum vitae of the PIs (max. 3 pages by PI)

- For all PIs, please include a CV with a maximum of 3 pages each, including ORCID number, if available a link to professional home pages or similar, PIs' bibliography, the max. 10 most recent projects (including grant year, project title, funding agency, project duration, grant amount and list of partners), the max. 10 most relevant publications and the max. 10 most recent publications.

3.5 Budget template (see the Excel budget table)

This template helps you to get familiar with the required information. The costs will be directly entered via the online submission tool or send by email to ias@uni.lu.

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

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

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

- Please consider alternative or complementary sources of funding, such as IAS Luxembourg DISTINGUISHED, YOUNG ACADEMICS, and BRAINSTORM instruments, EU fundings or others.

- **DO NOT FORGET TO COMPLETE THE BUDGET BREAKDOWN FOR ALL PIs (HR + OPEX) (third tab of the excel file)**

Budget categories:

Category A1: UL staff involved, paid by UL (from internal or external budget) or from external institution

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

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

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

Category A2: AUDACITY participants to be financed by the project

- List all non-permanent participants who are to be financed through the project.

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

- The following categories of personnel can be financed by the project under Category A2 (use the current grid *coûts salarial*):
  o Research Scientists
  o Postdoctoral researcher
  o Doctoral researcher
  o Research & development specialist
  o Technical staff on project - (Lab technician or Research support technician)
  o Student assistants (auxiliary staff on a limited contract) may be included within the budget limits. In exceptional cases, several student assistants will be allowed, e.g., if needed for large-scale interviewing. etc.

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

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

- Once the project is approved, a budget shift requires approval of the IAS support team (see section 6).

- Participants may have a full-time or part-time contract. Working contracts cannot exceed the approved project duration and the salary costs will have to be calculated accordingly. Many projects start later than anticipated and extension of the duration beyond the initially projected end date is possible (see section 5). However, as salaries increase over time the extension might involve additional salary costs. These additional costs will not be covered by the IAS-Luxembourg and other sources will have to be found.

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

Category B: Third party collaborators, experts

- Remunerated third party collaborators providing services to the project (invited speakers, experts and operational support) are eligible.

- <u>For individuals</u>: Expenses will be reimbursed upon submission of an expense declaration (DFI). No service contract or supplier creation is required. Reimbursement will be based on a speaker's **hourly rate of 128€ per hour**, with a **maximum of 4 hours per day**.

- <u>For companies</u> (with a VAT number): Fees will be reimbursed through an invoice. A purchase order, supplier creation, and service contract are required.

Category C: Durable equipment

- For full time researcher(s) paid by the project (Category A2), the project budget can include a standard PC or laptop up to 5000 €. If the project requires a higher performance computer or further equipment, please briefly justify. Additional costs (such as consumables) must be specified in the project budget under Category G.

Category D: Travel in Luxembourg and journeys abroad

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

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

Category E: Documentation

- Documentation such as books or subscriptions to journals.

Category F: Other costs

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

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

Category G: Operating expenses

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

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

Category R: Additional income to cover project costs

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

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

- Note that the Coord-PI is responsible for the creation of any necessary contracts and must

ensure that payment is made (mentioning the budget code of the project in the payments). Copies of the contracts must be sent to [ias@uni.lu.](mailto:ias@uni.lu)

- Provide a short description of the source of the income, i.e., the external partner, as well as country. The following categories are used:

  o R1: Additional income - from internal sources (directly from faculty, IC, department, other IAS instruments, etc.)

  o R2: Additional income - from external sources (other state contributions (ministries, FNR, etc), European institutions, other int. organisations, foundations, other third parties (e.g., companies, banks, private persons))

4. Selection process of AUDACITY projects

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

1. An administrative eligibility check will be performed by the IAS.

2. Candidates of eligible proposals are invited to present and defend their project in front of the IAS Scientific Council in an oral pitch (of 10 minutes), followed by a Question & Answers session (of 10 minutes).

3. The IAS Scientific Council ranks the proposals based on the written proposals. Each of the criteria will be evaluate on a 5-point rating scale for the written document:

Score 5	Work is audacious and at the **forefront of knowledge** and will most likely have an **important and substantial impact** on research internationally.
Score 4	Work is expected to make a **significant contribution**; nationally at the forefront of research.
Score 3	Work is **competitive at the national level** and will probably make a **valuable contribution** in the international field.
Score 2	Work that is **solid but not exciting**, will add to our understanding and is in principle worthy of support. It is considered of less priority than work in the above categories.
Score 1	Work that is neither solid nor exciting, flawed in the scientific and or technical approach, repetitions of other work, etc. **Work not worthy of pursuing**.

The selection criteria are:

a. Academic excellence (10 points)
   i. Competence of the PIs
   ii. Strength of the consortium

b. Audacious character of the project idea (15 points)
   i. Novelty
   ii. Originality
   iii. Risky

c. Interdisciplinarity of the project consortium (10 points)
   i. Project's ability to encourage interdisciplinary working
   ii. Interdisciplinarity of the project consortium internally and/or externally

The resulting project weights will be the basis for the final discussion of the members of the

IAS Scientific Council during the evaluation session on the ranking proposed to the Head of IAS.

4. The Head of IAS and the VRR submit the selected projects to the Rector for final funding decision.

5. The final decision is communicated to the candidates by the Head of IAS.

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

5. Project duration extension request

An extension of the project is allowed **up to a maximum of 12 months** from the initial end date of the project, as it was validated by the Scientific Council of the IAS.

To request such an extension, the extension request document (available on the IAS website Documents - University of Luxembourg I Uni.lu) must be completed with detailed information and sent to ias@uni.lu **no later than 3 months prior to the initial project end date.**

A written confirmation (by email) from the financial controller of the remaining budget of the project is also required. If the authorized budget is exceeded, the extension will not be validated.

Only one 12-month extension is authorized. Any additional requests will be automatically rejected. Once the Head of IAS has validated the modification request, the signed document must be attached to the request in BERF.

6. Budget change request

Any request for a budget update must be submitted to the IAS. To request a budget change, the request document (available on the IAS website Documents - University of Luxembourg I Uni.lu) must be completed with detailed information and sent to ias@uni.lu, as well as a written confirmation (email) from the financial controller that the additional budget is available and can be transferred to the project.

Once the Head of IAS has validated the modification request, the signed document must be attached to the request in BERF.

7. Interim and final reports

Two project reports, interim at mid-project and final, up to 3 months after the end of the project, will be requested. An automatic message will be sent from the ePAS platform with the requested date.

Templates can be found on the IAS website: Documents - University of Luxembourg I Uni.lu under "Reporting".