

REGULATION

PROGRAMME PROSPECTIVE RESEARCH

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1. PROGRAMME

1.1. OBJECTIVES

With the *Prospective Research* programme, the Brussels-Capital Region intends to fund research projects that meet the following requirements: promote the development of new academic knowledge, focusing on societal issues that affect the Brussels-Capital Region, and that make it possible to think about alternatives to the current system. The aim of this call for proposals is to help the Brussels-Capital Region find its way through the fog of uncertainties and debates that permeate and make up our societies, in particular in periods of crisis or transition like those of today, and make the most informed decisions possible to meet the social, economic and environmental challenges of the present and the future. Indeed, it is no exaggeration to assert that public policies have information and decision-making mechanisms that are better suited to the short term than to the medium and long term. However, the response to the regional challenges has to break out of these rationales, be able to anticipate crises, and rely more on debate. For this debate to be meaningful, it must embrace the complexity of Brussels, consider the longer term and be empirically and scientifically based. In order for this knowledge to inform public institutions and feed the political debate, it is therefore also necessary to popularise and disseminate it.

The framework of the *Prospective Research* programme has been designed to meet all these needs as effectively as possible.

The programme is open to both the humanities and the exact or applied sciences. The projects must pay sufficient attention to valorising the research, with a focus on policy and society.

The proposed projects have to take into account the urban complexity of Brussels society, as well as its environmental, social and economic transition goals. Developing a prospective and possibilities-based approach to research projects is one of the measures of the Brussels-Capital Region's Regional Plan for Innovation¹.

1.2. BENEFICIARIES

Prospective Research is aimed at research organisations with at least one place of business in the Brussels-Capital Region. Point 16. ff2 of the Framework for State Aid for Research, Development and Innovation (2022/C 414/01) defines research organisations as follows: "an entity (such as a university or research institute, technology transfer agency, innovation intermediary, real or virtual research-based collaborative entity), irrespective of its legal status (public or private law) or method of funding, the primary objective of which is to carry out, in complete independence, fundamental research, industrial research or experimental development activities, or to disseminate widely the results of these activities by means of teaching, publications or knowledge transfer." Eligible applicants are entities that meet this definition and have at least one place of business in the Brussels-Capital Region.

<https://www.innoviris.brussels/regional-innovation-plan> ²[https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52022XC1028\(03\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52022XC1028(03))

²[https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52022XC1028\(03\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52022XC1028(03))

If the applicant is not a University, University college or Collective research centre, its classification as a research Institute must be certified by means of the appropriate "research body classification form" (available on the Innoviris website in the Prospective Research tool box : <https://innoviris.brussels/program/prospective-research>).

This form must only be submitted to Innoviris once per calendar year. Applicants and/or beneficiaries must inform Innoviris of any change to this status. Innoviris also reserves the right to examine the status of any applicant (University, University college, collective research centre or other research body) during the admissibility phase if there are any doubts regarding its classification as a research body. This may take place by supplying the applicant with a "research body classification form", which must be completed in full and returned to Innoviris.

1.3. SETTING UP *PROSPECTIVE RESEARCH* PROJECTS

The project can be submitted by an individual researcher or, preferably, by several researchers and/or multidisciplinary research groups³ working together on a research project, in order to ensure the possibility of a systemic and cross-sectoral analysis of the research subject. If the project is submitted by a consortium of research groups, a promoter-coordinator needs to be identified. By default, the promoter of the research unit mentioned first will be considered as the coordinator. The coordinator is responsible for the scientific and administrative management of the project. One or more co-promoters may be appointed alongside the promoter-coordinator. Each promoter is responsible for supervising the researcher(s).

Please note:

A promoter cannot be involved in more than two projects submitted for this call.

If a project is submitted by an individual researcher, the project must describe how it will work with all the actors concerned by the research subject, and who they are, in order to ensure the systemic, multidisciplinary and cross-sectoral nature of the researcher's approach.

The resources allocated to the project must be appropriate for the programme and its objectives.

1.4. Programme framework

1.4.1. Programme philosophy

Project proposals can only be submitted in accordance with the following programme philosophy.

Prospective Research is a research programme dedicated to critically analysing and developing knowledge on the social, economic and environmental challenges of our times, with a view to enabling regional players to look at the reality in a different way, from the point of view of the possibilities, not just the problems, and therefore feed the political debate, to prepare the Brussels-Capital Region to confront

³ By "pluridisciplinary", we refer to the involvement of various academic disciplines (e.g. sociology, economics, demography, anthropology, etc.) that are complementary and relevant to ensuring a comprehensive analysis of the research object in all its dimensions.⁴ Boltanski L., 2009, *De la critique. Précis de sociologie de l'émancipation*, Paris, Gallimard « NRF Essais ».

The PRB programme links two dimensions of the functioning of society, through analysis:

- On the one hand, there are the Brussels institutions, whose role is to ensure that the reality on their territory is understood, by being aware of the fundamental needs of its stakeholders, so as to meet these needs and the demands for change that may emanate from them, and integrating criticism of a social order that is likely to both admit and absorb them⁴.
- On the other hand, Brussels is a plural, composite society, and it is essential to be able to envision change on the basis of a precise empirical understanding of how the city works, the different practices, tensions and bottlenecks inherent in current situations and the established order.

For these reasons, the PRB programme does not fund contractual studies that merely take stock of the social reality of the Brussels Region, nor does it fund the drafting of regional strategic plans. On the contrary, it is a scientific tool for gaining perspective, without lapsing into abstraction, theory or utopia. Through a rigorous critical analysis of our institutions and the way our society functions, *Prospective Research for Brussels* aims to shed light on possible transformative alternatives, or those already under development, that would enable us to create a fairer, more robust and harmonious future.

Definition of the categories of the research object.

The PRB programme supports the objectives of the Brussels Region, i.e. "the Brussels-Capital Region draws up strategies and sets out political priorities in order to promote the harmonious and sustainable development of the region. These strategies aim to improve the quality of life of inhabitants, foster innovation, strengthen social cohesion and preserve the environment"⁵. The PRB programme is based on the normative principles of harmonious, sustainable and equitable development of the Brussels Region. The aim of the PRB is to take account of both **possible and plausible alternatives to present situations**, in order to envisage more desirable futures than those anticipated or predicted by exclusively quantitative methods.

The research projects have to analyse a problematic or controversial social phenomenon that affects Brussels society on a deep level, looking at it in terms of its potential for emancipation, inclusiveness, equal rights and equal opportunities, social and economic solidarity, justice, and more harmonious environmental and territorial development. Grey areas, tensions, impasses, inconceivable ideas and conflicts are all clues to identifying a research subject for this call. These subjects (mechanisms, collectives, social organisations, the socio-political and economic order, critical events, social and/or environmental phenomena, etc.) must be linked to the Strategic Innovation Domains (SID⁶) of the Regional Innovation

⁴ Boltanski L., 2009, *De la critique. Précis de sociologie de l'émancipation*, Paris, Gallimard « NRF Essais ».

⁵ <https://be.brussels/en/about-region/values-budget-and-strategy/strategy-and-policy-priorities>⁶ Six strategic innovation domains have been identified in the Brussels region. One cross-cutting area: Advanced digital technologies & services. And 5 thematic domains: Climate: Resilient buildings & infrastructure; Optimal resource use; Efficient and sustainable urban flows for inclusive urban space management; Health & Personalised and integrated care; Social Innovation, public innovation and social inclusion.

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Plan (RIP⁷) and/or to regional competencies. These research subjects may therefore relate to the fundamental needs of Brussels society, such as those relating to work, housing, employment, space, mobility, the economy, the environment, but also health, culture, social action, etc., if these are part of the "strategic innovation domains". These subjects should enable us to develop more concrete, inclusive rights for the population, and address issues of environmental sustainability.

The approach used in the projects must be considered over a medium time frame and possibly a long time frame. It must make it possible to open up the playing field, go off the beaten track, and challenge habits and denials.

Scientific research, approaches to the possibilities and the alternatives, and regional valorisation through the light of public actors need to be considered together.

All the projects must:

- *Use a participatory system.*

The research must draw on the relevant stakeholder networks to ensure a participatory methodology. The participation of stakeholders in the study is a criterion for evaluating the project, including professionals, stakeholders, volunteers and users. The methodological framework will need to take account of these different stakeholders, to ensure that the needs of the people of Brussels are taken into account and better identified, to conceive the development of more specific public policies, and to avoid the problems of "indifferent efficiency"⁸ that can characterise public services. The protocol for the study will have to demonstrate the fact that the different stakeholders in Brussels have been mobilised, particularly those who are less visible in the public space.

- *Inform public action and feed the political debate with various recommendations.*

The aim of the PRB programme is to inform public action and feed the political debate. The recommendations will highlight the key development issues for Brussels society, and identify the levers to be used, the measures to be put in place and the policies to be modified, taking into account the composite and cross-sectoral nature of life in Brussels, according to the different alternatives or possible futures identified. The recommendations must be translated into action to help regional actors prepare for the major social, economic and environmental challenges ahead. Public debate on the project must be stimulated from the outset of the study and continue throughout.

The research teams will be asked to present their visions on bringing the research into the public space, and how they intend to feed into the political debate. **An additional three months (on top of the three years of the study)** will be granted for the project, so that it can invest on a large scale in all media channels (regional television stations, magazines, radio stations, etc.), in parallel with an important event to valorise the study (exhibition, published book, podcast, etc.). All communication forms and media that

⁷ <https://www.innoviris.brussels/regional-innovation-plan>

⁸ Juan M., Laville J-L, Subirats J., 2020, Du social business à l'économie solidaire. Critique de l'innovation sociale, Editions Erès. Where a bureaucratic rationale often confuses equal treatment and a lack of discretionary power with homogeneity and the lack of a personal approach, rather than taking diversity into account, personalising treatment and addressing the situation more from the point of view of the problem itself (freely translated p.317).⁹ Inspired by Guéguen H., Jeanpierre L., 2022, *La perspective du possible. Comment penser ce qui peut nous arriver, et ce que nous pouvons faire*, Paris, La Découverte, L'horizon des possibles.¹⁰ ¹⁰ Cf. Duvoux N., 2023, *L'avenir confisqué. Inégalités de temps vécu, classes sociales et patrimoine*, PUF.

support the visibility of study in the public space can be envisaged.

Different theoretical and methodological research approaches on the possibilities can be used.

Regardless of the selected research method, the proposals must start by demonstrating their research subject as a societal problem (see research subjects above), and its relevance, importance and uniqueness in Brussels. This demonstration must be accompanied by a reasoned state of the art and problematisation exercise, as well as a solid research field and study protocol.

The research teams will then be able to choose which method of research into the possibilities they wish to invest in: either a sociological approach that makes it possible to see the possibilities and the future; or by using a *future studies* approach. In all cases, the choice of method must be justified in relation to the research objectives and needs.

- *The PRB research can be part of a sociology of ways of seeing the possibilities and the future.*

The research can invest in one of the two ways of understanding the possibilities and seeing the future presented here⁹.

- **By investigating the alternatives.** The empirical research will focus on specific cases, to work from the deepest understanding of the present. It will be anchored in a territorial diagnosis that identifies the democratic, social, environmental, political and economic experiences of society in the Brussels Region in relation to the chosen subject. It will have to report on the resources, solidarities and capacities for action of the stakeholders, the social, ecological, economic and political experiences of the people of Brussels and their reshaping, in order to compare them with current organisation and policies, from a critical perspective of the way our society functions. A comprehensive analysis of these empirical cases will involve a number of elements: demonstrating how the case studied embodies a societal problem; analysing in detail how the institutional mechanism, social organisations and collectives in question function in reality; gleaning the general principles underpinning the design of these mechanisms; identifying the conditions that facilitated their realisation; highlighting the dilemmas faced by the stakeholders (the perception that the future is blocked, that there will be crisis or catastrophe are avenues to be investigated) as well as their hopes and the obstacles they encounter. This diagnosis will make it possible to conduct analyses that take full account of the complexity of the situation, and its composite, cross-sectoral nature. The study will help clarify plausible visions of transformative alternatives. It will map the field of possibilities that could drive institutional change and take place under different social, economic, political and environmental conditions. The theoretical analysis will also attempt to predict the unintended consequences of implementing these alternative mechanisms. It will also attempt to identify the contradictions, limits and tensions with which alternatives to the current situation will have to contend.

⁹ Inspired by Guéguen H., Jeanpierre L., 2022, *La perspective du possible. Comment penser ce qui peut nous arriver, et ce que nous pouvons faire*, Paris, La Découverte, L'horizon des possibles.¹⁰ ¹⁰ Cf. Duvoux N., 2023, *L'avenir confisqué. Inégalités de temps vécu, classes sociales et patrimoine*, PUF.

- [Through a study of projections and access to possibilities.](#) What links do individuals construct between the actual present and the projected future, between projections of possibilities and the actual situation, taking into account their social and economic conditions of existence? Are some futures more off-limits than others¹⁰? What about the feeling of having a choice, of being able to conceive of future plans? The perception of a blocked future, of crisis or catastrophe can also be considered in this approach. The study will make it possible to highlight variations in access to the possible, based on an analysis of the subjective and social structures that condition the "field of possibilities". Inspired by a sociology of science and socio-technical analyses, the study will examine our institutions, tools, objects and groups of actors to highlight the mechanisms by which the possible is defined and alienated, and to shed light on the "other possible", in particular all those that have been ruled out and/or are the subject of conflict and struggle at any given moment. Mechanisms of invisibilisation and an analysis of the inconceivable can be considered in these studies. Certain elements are particularly interesting to investigate here, such as rapid social mobility, fluid social positions such as those of less professionalised careers or "jobs to be done", or even more collective elements such as economic and political crises, wars and disasters, because they appear as elements that question "the monopoly of certain official or institutional possibilities" and the hold of the likely over subjective possibilities. These elements increase the power to imagine an unchanged possible. The aim of this study is to shed new light on the transformative possibilities of public action in our society, based on a rigorous analysis of access to possibilities, shedding light on how the game works and how to open up the playing field.
- [The PRB research can draw on a future study method.](#)

The PRB programme stipulates that exploratory methods be used, such as those used in future studies 'à la française'¹¹. The project sets out a relevant future-oriented question, itself elaborated from the research question (the project cannot be reduced to implementing a future studies method, but must include, in the first instance, scientific research work which, in the second instance, will make it possible to identify relevant variables of the system and carry out a detailed analysis of them). It must include a time horizon and a geographical scale. The method involves drawing up a future-oriented dossier, demarcating the system and identifying key variables on the basis of solid, ambitious research on the ground. Each variable is described on the basis of a set of quantitative and qualitative data, a retrospective analysis and an analysis of the interplay of stakeholders; evolution scenarios are then proposed for each variable (disruptive factors, weak signals, major trends, etc. are identified); interactions between variables are analysed, followed by a morphological analysis of the combinations of scenarios associated with its variables or components. This stage will make it possible to create forward-looking scenarios of possible futures¹². Other methods falling under the broader field of future studies¹³ can be used, provided that the protocol for constructing futures and the overall theoretical framework adopted are clearly presented. For example, drawing on fictional writing, speculative literature or science fiction can help draw on

^{10 10} Cf. Duvoux N., 2023, *L'avenir confisqué. Inégalités de temps vécu, classes sociales et patrimoine*, PUF.

¹¹ See the work of De Jouvenel, H. (2004). *Invitation à la prospective—An invitation to foresight*. Futuribles ; Godet et Durance, 2011, *La prospective stratégique*, Dunod.¹² Elements of methods are described in greater detail, for example, in the PRB Cogito project (cohort 2022): <https://www.cogito.brussels/academic-publications>. See also the prospective work carried out by the PRB Pandorix project (cohort 2021): https://www.pandorix.be/?page_id=503

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¹³ Börjeson, L., Höjer, M., Dreborg, K.-H., Ekvall, T., & Finnveden, G. (2006). Scenario types and techniques: Towards a user's guide. *Futures*, 38(7), 723–739. <https://doi.org/10.1016/j.futures.2005.12.002>

utopian or dystopian visions in developing the scenarios¹⁴. A reflexive analysis of the effects of this foresight on ways of living and relating to action is then expected.

A "backcasting"¹⁵ approach is possible, provided that it comes after an exploratory phase in which various possibilities have been considered, and that the choice of this future is justified. Indeed, the approach used in the PRB programme must be participatory, and therefore include the various stakeholders concerned, taking into account the inevitable power relationships, differences, conflicts and disputes that make up a field. Developing the possible futures must be based on the multiple positions, practices and representations of the stakeholders involved.

1.4.2. PRB PROGRAMME THEMES

The PRB programme will alternate between target years (targeted on a specific class of elements) and blank years.

The projects selected for the target years will create synergies between the teams, based on complementary analyses of the same theme. In evaluating and selecting research projects, this complementarity between teams and projects will be taken into account.

Projects submitted for funding in 2026 enter a blank year.

1.4.3. RESPONSIBLE RESEARCH AND INNOVATION.

The PRB programme supports projects that meet the criteria of responsible research and innovation, particularly with regard to the following aspects:

- Diversity and inclusion. Research into diversity and inclusion/inclusivity implies taking into account a wide spectrum of stakeholders concerned by the research subject (from the most discreet voices to the most visible actors).
- The potential vulnerability of people who provide (fragments of) life stories or personal/intimate data in the context of surveys or research must be taken into account.
- Thinking about how the results will be communicated to the individuals who have contributed to the research is important.
- Anticipation and reflection on the impacts (political, social, economic, environmental, etc.), ethical issues, presumptions, values and the goals of the research.
- Assessment of the negative consequences of the results.
- Different possible strategies and methods to limit research bias and take into account the aspects mentioned above must be considered.

¹⁴ See for example the work of Alessandro Pignocchi: <https://puntish.blogspot.com/> or Lefebvre P., Maury E., Prignot N., 2024, *Dans leur pas. Réalités fabulées de 2061*, Editions Cambourakis; Markley S., 2024, *Le déluge*, Albin Michel; Stanley Robinson K., 2020, *Le ministère du futur*, Babelio, etc.

¹⁵ Backcasting means defining a single desirable future and setting out a series of preliminary steps to achieve it. The backcasting approach is normative: it inevitably raises the question of 'for which stakeholders is this future desirable' and what about the various stakeholders in the field concerned.¹⁶ For definition, see: <https://economie.fgov.be/en/themes/online/e-commerce/electronic-signature-and-other>

- Openness and transparency. The aim is to communicate the methodologies, results, conclusions and implications of the research transparently, to enable public debate and dialogue. This will improve the visibility and understanding of the research.

The PRB research projects are intended to feed the political debate and help improve public policy. From the outset, the research must be thought through responsibly, in particular with regard to the most vulnerable sections of the population, taking these aspects into account.

2. TERMS AND CONDITIONS OF THE PRB PROGRAMME

Innoviris is responsible for the scientific and administrative coordination of the Prospective Research program. This document contains all the information researchers need to submit a project to the *Prospective Research Brussels* program.

2.1. SUBMISSION TO INNOVIRIS

Applications for funding may be submitted at any time during the year in electronic form, preferably¹⁶ with a "qualified signature" or, if this is not possible, with a scanned signature, to funding-request@innoviris.brussels (with a copy to epottier@innoviris.brussels).

Projects submitted through other procedures will not be considered.

Note: a project rejected in a previous edition of the *Prospective Research* programme may be resubmitted no more than twice. In such cases, an annex explaining how this new version of the project addresses the shortcomings highlighted during the previous assessment must be attached to the application file. It is advisable to contact Innoviris before resubmitting an application.

2.2. ASSESSMENT PROCESS AND PROCEDURE

After an initial admissibility analysis carried out by Innoviris' scientific advisors, the proposals deemed admissible will be evaluated by an evaluation committee made up of ad hoc multidisciplinary experts, i.e. academic experts, prospective specialists and Innoviris representatives.

2.2.1. Analysis of admissibility

Innoviris will analyse the proposal's admissibility. The proposal is deemed eligible if it meets the following eligibility criteria:

- The researcher(s) identified must hold at least a master's degree at the start of the research.
- The promoter(s) is (are) a full professor(s) or researcher(s) in the beneficiary Brussels research organization(s) or is (are) the organization's research director(s). **Please note** that a promoter cannot be involved in more than two projects submitted for this call.
- The application has been drawn up in accordance with the formal requirements (use of the correct form, substantiated answers to the various criteria, compliance with the number of pages requested, completeness of the form, etc.).
- The applicant(s) must have fulfilled all the obligations imposed in the context of any previous aid granted by the Region.

¹⁶ For definition, see: <https://economie.fgov.be/en/themes/online/e-commerce/electronic-signature-and-other>

- The project must not have started before the grant application was submitted.
 - *Please note that between the time a project is submitted and its start if selected, several months of appraisal are required. The assessment process, followed by the administrative validation of the project, is organized in several stages. As a rough guide, it can take six months from the time an application is submitted to the time the project starts. Also, a selected project may be postponed to the following budget year if the budget available for the program in the year of submission is exhausted. Innoviris will inform applicants as soon as possible of the processing times and progress of the administrative process for evaluating projects.*
- The project must have a link with regional competences. The competences are detailed on the [website of the Brussels Parliament](#). If in doubt, please do not hesitate to contact Innoviris.

The project must be fully in line with the program presented above (1.5) and will be subject to rigorous analysis. In this respect, the content and level of detail of the application must enable an evaluation committee made up of experts to assess the project in accordance with the evaluation criteria defined in point 2.1.2 below and considering the elements of the program framework. As part of the admissibility review, the links with other projects investigated by Innoviris or other bodies are also analyzed to avoid any cumulation of funding.

2.2.2. Evaluation of eligible proposals by an evaluation committee

Once the admissibility of the application has been confirmed, a final evaluation will be carried out based on the criteria used to assess the appropriateness of awarding the grant. As part of the evaluation, Innoviris reserves the right to request any additional information required to assess the application properly.

Proposals deemed admissible will be evaluated by a multidisciplinary evaluation committee, made up of academic experts and foresight specialists as well as Innoviris representatives. The evaluation will be based on the documents submitted (which will be sent to the members of the evaluation committee after signature of a confidentiality agreement) and during an interview based **on the following evaluation criteria**:

- **The innovative character, the scientific quality of the project and its feasibility:**
 - Is the project original and innovative in relation to the state of the art? Are the research field, theoretical context and research problem clearly defined? Are the objectives, research questions and methodology clear?
 - Is the approach to the possibilities clear, justified, elaborated and relevant to the research subject?
 - A study of the alternatives.
 - A study on the projections and access to the possibilities.
 - Method based on “à la française” prospective analysis or future studies.
 - Is the work programme developed in a way that is consistent and relevant with the research objectives?
 - Knowledge of the situation on the ground: in particular by using a participatory, multi-disciplinary and cross-sectoral research system.
- **The societal, economic and/or environmental impact on the Brussels-Capital Region:**

- Do the expected results have the potential to contribute to the region's social, economic and/or environmental development?
- Will the project's results feed the political debate, and among the stakeholders directly concerned by the subject?
- Will it be possible to make the results accessible to the various stakeholder groups (substantial public information work envisaged)?
- Are results and recommendations envisaged that could be implemented by the Region and public authorities?
- **Expertise of the team(s) in charge of the research project, complementarity and coherence:**
 - Do the researchers and mentor(s) have the necessary expertise to carry out this research?
 - Does the research team ensure that the project is multidisciplinary and cross-sectoral, thereby making it possible to ensure a systemic analysis of the research subject?
 - Are the project partners sufficiently coherent, cohesive and complementary?
 - Is the requested budget in line with the project?

2.3. GRANT DECISION

In the event of a positive evaluation, Innoviris will propose to the Government of the Brussels-Capital Region or to the Minister responsible for Scientific Research to finance the project. Based on the reasoned report provided by Innoviris, the Government or the Minister of the Brussels-Capital Region will decide whether or not to finance the project. evaluation committee evaluation committee evaluation committee.

2.4. DURATION AND IMPLEMENTATION OF PROJECTS

The development and implementation period of the project must cover the entire project, i.e. a maximum of three years of research, plus an additional 3 months dedicated solely to valorising the results.

There will be an interim evaluation, which will determine whether the project should continue (GO/NO GO). Continuation of the project is conditional on a positive assessment of the work conducted during the first 18-month phase, and on any changes to be made to the programme during the additional period. This evaluation will be carried out by an evaluation committee made up of ad hoc experts.

In the event of a negative evaluation, the project will be definitively terminated after 18 months.

Continuing the funding for the 3 months of active valorisation, after the three years of research, will also be conditional on the valorisation plan drawn up by the research team (on submission of the project and interim review) and on the positive evaluation of the research as a whole at the end of the three years.

2.5. FUNDING AMOUNT

The financing rate of the Brussels Capital Region is 100% of the total budget. The subsidy covers the entire project, i.e. three years of research.

The subsidy covers the salary of the researcher(s), instrument and equipment costs, the “other operating costs”, subcontracting and overhead costs. For detailed “Eligible Costs”, we refer to the document “GENERAL ACCOUNTING DIRECTIVES 2021”, available via this link: <https://innoviris.brussels/documents/general-accounting-directives-2021>.

There is no maximum amount with regard to the operating and personnel costs that can be requested for a project. There is a funding ceiling for all the projects in this programme. A project's score (based on the above-mentioned criteria), its ranking amongst all the projects and the available budget will determine whether or not the project is funded. The requested budget must correspond to the workload.

2.6. GENERAL DATA PROTECTION REGULATION

The purpose of the personal data collected by Innoviris, the data controller, by means of this form is to process your application for funding (which implies, in particular, analysis and evaluation by Innoviris and an external evaluation committee). They are processed for the purposes of complying with a legal obligation to which the data controller is subject and for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller. No data is shared with third parties without the prior consent of the data subject or unless Innoviris is required to do so by law. Innoviris makes every effort to guarantee the confidentiality and security of the data processed. The retention time will be that necessary to achieve the purposes of the processing concerned. If you have any questions or wish to apply your rights under Articles 15 to 22 of the GDPR, please contact dpo@innoviris.brussels or consult our ‘privacy’ webpage.

3. SCHEDULE FOR THE CALL FOR PROJECTS

- May 2025: opening of the call.
- 15 October 2025: submission of projects to Innoviris **by the "Interface" of the Research organisation**.
Reminder: projects must be submitted to the Interface of the Research organisation before 15 October. Please contact this department as soon as possible.
- November 2025: admissibility of applications
- Late November - early May 2026: evaluation by "ad hoc" juries.
- July 2026: decision by the Government to award the contract.
- The project start date must be between 1 October and 1 December 2026.

4. FOLLOW-UP OF SELECTED PROJECTS

For the selected projects, the promotor-coordinator will ensure that the various stages of the launch and follow-up of the project are respected. This is necessary for the successful progress of the programme. Innoviris will provide the financial and scientific follow-up of the projects based on the documents provided by the coordinator. In this respect, the documents submitted to Innoviris for the project follow-up are very important elements that must be completed correctly. They make it possible to assess the quality of the work carried out and provide a better follow up of the project.

For financial monitoring, the modalities for the introduction of reports will be defined in the

For the scientific follow-up, the activity reports, reports by the follow-up committees and a final report will be submitted to Innoviris and at the times specified below, which are included in the subsidy agreement. Templates will be provided to the project teams for this purpose. The consortia should also ensure that projects will be represented at *Prospective Research* events during their cycle : kick- off, the final event at the Brussels Parliament, etc.

Once the project is completed, a “policy brief” must be drawn up containing the main results and recommendations of the project. It will be distributed by Innoviris to an audience of political actors and can be discussed in the Brussels Parliament. A proposal for publication of the research must be submitted in Brussels Studies (publication and/or position paper).

After nine months

Innoviris will hold a follow-up committee after the first nine months. This follow-up committee will assess the progress made in the project: a verbal presentation will demonstrate the following elements:

- General project information;
- First research milestones (in relation to the original work programme);
- Possible changes to the program;
- Prospects/applications for the Region.

After 18 months: mid-term evaluation

After 18 months, the continuation of the project is conditional on a positive evaluation of the work carried out during the first phase of 18 months and any adaptations to the program to be carried out during the additional period. This evaluation will be carried out by an evaluation committee composed of ad hoc experts.

A written report has to contain the following elements.

- a non-confidential summary of the project (maximum 20 lines);
- a report on the activities and results achieved in the last 18 months of the project in comparison with the initial work program, and a possible update of the program for the third year of the project.
- a short description of the steps undertaken, and the results obtained to valorize the results of the project.
- a short description of the prospects and potential applications for the Region;

In case of a negative evaluation, the project will be terminated definitively.

After 27 months

- a detailed account of the progress of the project and the results obtained in the last nine months, compared with the initial work programme, and a possible update of the programme for the third year of the project;
- a short description of the steps undertaken and the results obtained to valorise the results of the project;
- a short description of the prospects and potential applications for the Region;
- a closure and valorisation plan for the final period;

- A plan for closing the project and valorising the results for the three months following the three years of research. **In the absence of this document and of concrete actions already implemented, the project will come to a definitive end after the three years of research.**

At 36 months:

The final research report, the *Policy Brief* and the planning of various original actions planned or already carried out to disseminate the results and stimulate public debate for the remaining 3 months. [A 72 mois : Rapport ex-post](#):

The report will contain an analysis of the social, economic and environmental impact on the Brussels Capital Region:

- Did the results contribute to the social, economic and/or environmental development of the region?
- Were the results applied by the Region and public authorities?
- Did the results of the project contribute to the political and social debate?
- Were the results made accessible to the general public (popularisation)?

5. CONFLICT OF INTEREST

The partners take all necessary measures to prevent any situation likely to compromise the impartial and objective execution of the project, including situations constituting conflicts of interest. A conflict of interest may result from economic interests, political or national affinities, family or sentimental ties, or any other common relationships or interests. Any situation constituting a conflict of interest or likely to lead to a conflict of interest during the execution of the project must be reported to Innoviris without delay and in writing.

6. FORMS AND INFORMATION

The application form can be found on this link: <https://innoviris.brussels/program/prospective-research>.

For further information, please contact:

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