



Grants for academic projects

Fall 2022 criteria and procedure

The LUF manages a number of specific named funds for which a grant round is organised in the autumn. These funds support special scientific research and education projects by Leiden University scientists in a specifically defined field of science. Furthermore, there is room from LUF's general resources to honour a number of project grants. In total, approximately € 350,000 is available in this subsidy round.

The application procedure is open **until 13:00 on Friday 26 August 2022**. For more information and the link to the grants portal, visit the LUF website at luf.nl/projectsubsidies. Applications received after the deadline, incomplete applications and applications that do not meet the grant criteria will not be considered. Applicants will receive a confirmation of receipt and will be informed of the decision no later than October 2022.

If you have any questions, please contact the secretariat of the LUF's Committee for Academic Expenditure (Klaartje Sluijs) at cwb@luf.leidenuniv.nl. You can also schedule a telephone appointment with the secretariat via this e-mail address.

This document provides more information on: (1) projects that are eligible for funding, (2) the method used to assess applications, (3) the structure of applications and how they are to be submitted, (4) eligible costs, (5) the application rules and (6) the assessment process.

1. Which projects are eligible?

The LUF's grants are intended primarily to support innovative research and education projects. The following general conditions apply:

- Projects must be *stand-alone* projects, have a *maximum duration of three years* and start no later than 1 March 2023.
- Education projects must focus on long-term innovations or improvements in academic teaching; research projects may constitute a steppingstone to future applications for more substantial grants from the Dutch Research Council (NWO), the European Research Council (ERC) or other funds.
- Applicants must also clearly demonstrate why there are *no other funding possibilities* for the submitted project.
- For most funds, research projects can only be submitted by young researchersⁱ who received their *PhD no more than five years prior to the date of the submission (as per the date specified on the degree certificate.)* The NWO extension clause applies.ⁱⁱ (See the more detailed explanation at the end of this document).



- Each applicant may be involved in only one application. If an applicant is involved in more than one application, these proposals will not be considered by the committee.

2. How are projects assessed?

Applications are assessed by the LUF Committee for Academic Expenditure (CWB), which comprises professors from all faculties of Leiden University. The members are nominated by the Board of Deans and appointed by the LUF Board.

The following assessment criteria apply to all applications:

- The scientific relevance and innovative character of the project.
- The clarity of the problem definition.
- The quality of the chosen methodology.
- The applicant's curriculum vitae and the extent to which this matches the ambitions of the project.
- Adequate budget: this criterion is a necessary condition. If the budget is ambiguous or contains ineligible items, the committee may decide not to consider the proposal.

3. How should a proposal be structured and how should you submit it?

Applications must be submitted via lufsubsidie.nl. They can be written in either Dutch or English; the summary, however, must be in Dutch. The application consists of:

- A. Summary in Dutch in language that non-specialists will understand (max. 250 words) in which you also state *the fund* you are applying for. (See also point 5: What are the application rules?)
- B. A project description of maximum 1,000 words (not including references), and a maximum of three illustrations (tables/graphs/pictures). Use the following structure:
 1. Project name
 2. Background/embedding
 3. Issue and aim of the project
 4. Methodology
 5. Expected results
 6. Implications and relevance
 7. Planning/timetable and start date.
- C. Budget for the project, including a *clear explanation* as to why this project cannot be funded elsewhere and why it fits the LUF funding criteria.
- D. Embedding statement from the faculty, confirming the support of the faculty/institute to carry out the research at the faculty/institution (see template on the website).
- E. Your CV, *summarised in max. two A4 pages*, stating the date of the PhD ceremony (date of the degree certificate is leading) and the university at which you obtained your PhD. If you have not



yet obtained a PhD, you must also submit a statement from your PhD supervisor confirming that you will defend your thesis before 1 July 2022. If you wish to apply for the extension scheme, your CV must also state the name and date of birth of each child.

4. Which costs are eligible for funding?

The following costs are eligible for funding:

- Both material and personnel costs; you must provide a clear breakdown of the costs without approximations or vague estimates.
- Only the costs that are directly necessary for a project, excluding faculty overheads. Staffing costs should be based on the costs of the individuals who carry out the work and may include an exemption from teaching duties.
- The LUF only reimburses the costs of open-access publications in very exceptional cases and if there are clear arguments for doing so. Such items cannot be budgeted without providing a satisfactory explanation.
- Lab facilities that can be arranged internally should not be budgeted at more than cost price.

5. What are the application rules?

The LUF has various funds intended to support scientific research and education projects. Each fund sets its own criteria regarding eligible academic fields. You will find an overview of the funds and their criteria in the appendix. The following rules apply to applications:

- The maximum amount to be requested depends on the fund (see the appendix).
- If your project seems to be eligible for more than one fund, choose the fund you believe is *most applicable*. You cannot apply for a grant from more than one fund.
- The *maximum amount* you can apply for is indicated for each fund.
- The committee may move applications to other funds to honour the best projects. Project applications will be rejected if these rules are not followed.



6. Assessment procedure

Applications are first checked for eligibility, after which they are judged by the Committee for Academic Expenditure (CWB) which takes the decisions on the grants to be awarded, with the exception of the following funds:

- In case of applications for the Packaging and Environment Fund, the CWB makes a pre-selection, on the basis of which the boards concerned reach a decision.
- In case of applications for the Schild-de Groen Fund, the CWB makes a pre-selection in consultation with NKI-AVL, on the basis of which the Fund's supervisory committees makes a final decision.

Leiden University Fund

June 2022



APPENDIX: Overview of Named Funds for academic projects

General

- **LUF general** for all fields of science (max. €35,000 per application).

Health and Medicine

- **Dr. F.F. Hofman Fund** for education and research in the area of gastrointestinal medicine (max. €35,000 per application).
- **Schild-de Groen Fund** for scientific research into cancer by LUMC researchers or NKL-AVL researchers, preferably with a link to the LUMC/Leiden University (max. €22,250 per application).
- **P.A. Jager-van Gelder Fund** for scientific research in the field of ophthalmology (max. € 16,000 per application).

Law

- **BA Schim van der Loeff Fund** for projects in the field of international law, in particular regarding the position of foreign nationals. Applications may also be submitted for projects on the rules applicable to foreign nationals under national and international private law (max. € 8,000 per application).
- **Mr.ir. Deisz Barendregt Fund** for research and publications on maritime law, water management law and construction law, in particular legislation regarding procurement in the construction industry (max. €2,600 per application).
- **S.J. Visser Fund (Praesidium Libertatis I Foundation)** for research in the field of international public law and international private law (max. €35,000 per application).

Humanities

- **Rijke-Hamaker Fund/Humanities (Praesidium Libertatis I Foundation)** provides financial support to students and PhD candidates in the Arts, in particular the non-Western Arts, by awarding grants (max. €15,000 per application).

Mathematics and Natural Sciences

- **Frans Arnold Natural Sciences Fund** for projects aimed at pure scientific research in one of the natural sciences (max. €20,000 per application).
- **Rijke-Hamaker Fund/Science (Praesidium Libertatis I Foundation)** provides financial support to students and PhD candidates in the fields of Mathematics and Natural Sciences by awarding grants (max. €25,000 per application).

Packaging and the Environment

- **LUF-SVM Fund** for projects in the field of packaging and the environment, aimed at consumer convenience and reducing environmental impact (applications for this fund may amount to a maximum of €75,000).



ⁱ **Explanation of 'young' researchers** This criterion means that the applicant received their PhD in 2017 or more recently, or will obtain their PhD before 1 July 2022, in which case the PhD supervisor must submit a declaration to this effect. The five-year criterion does not apply to specific funds in the fields of archaeology and law, since these are relatively small and/or specific research areas. These funds also give preference to young promising researchers. Different provisions may also apply to the funds of the Praesidium Libertatis I Foundation; this is then stated for the relevant fund.

ⁱⁱ **Explanation of the NWO extension clause** Biological mothers who have given birth to one or more children are granted a standard extension of eighteen months per child. This extension is compensation for the duration of the pregnancy, including the birth and parental care and is irrespective of any parental leave taken and/or a reduction in official working hours. Other parents (fathers and non-biological mothers) are granted a standard extension of six months per child that is part of the applicant's household. This period is compensation for the duration of childcare required and is irrespective of parental leave taken and/or a reduction in official working hours. An extension on the grounds of care responsibilities will be granted only if the applicant can provide documentation that proves that they have taken/are taking care leave. If an applicant wishes to apply for the scheme, the name and date of birth of each child must also be included in the curriculum vitae.