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|  | **Aanvraag O&O-opdracht:**  **“Essentiële kenmerken van kwaliteitsvolle leermiddelen in het Vlaamse onderwijs: identificatie en praktijkgerichte vertaling.”** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1F2B8C-3655-080519  leeuwformulieren | | | | | | | | | | | | | | | | | | |
|  | Departement Onderwijs en Vorming  **Afdeling Strategische Beleidsondersteuning**  Koning Albert II-laan 15, 1210 Brussel  Tel. 02 553.95.85.  E-mail: Katrijn.Ballet@ond.vlaanderen.be  Website: [www.onderwijs.vlaanderen.be](http://www.onderwijs.vlaanderen.be) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | In te vullen door de  behandelende afdeling  aanvraagnummer | | | | | | | | | | | | | | | | | | |
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|  | *Waarvoor dient dit formulier?* *Met dit formulier dient een onderzoeker of onderzoeksgroep een voorstel in voor de uitvoering van de O&O-opdracht “Essentiële kenmerken van kwaliteitsvolle leermiddelen in het Vlaamse onderwijs: identificatie en praktijkgerichte vertaling”. Het betreft een O&O opdracht overeenkomstig de bepalingen van het artikel 32 van de wet van 17 juni 2016.* *Waarom is dit formulier nodig?* *Dit formulier regelt de procedure voor het toekennen van de O&O-opdracht “Essentiële kenmerken van kwaliteitsvolle leermiddelen in het Vlaamse onderwijs: identificatie en praktijkgerichte vertaling.”* *Wanneer moet u dit formulier uiterlijk terugbezorgen?* *De offertes moeten ten laatste op 25 maart 2022 om 12.00 uur elektronisch worden ingediend via mail aan* [*Katrijn.Ballet@ond.vlaanderen.be*](mailto:Katrijn.Ballet@ond.vlaanderen.be) *met een kopie aan het secretariaat van de afdeling Strategische Beleidsondersteuning (cc:*[*sbo.secretariaat@ond.vlaanderen.be*](mailto:sbo.secretariaat@ond.vlaanderen.be)*).* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | Gegevens van het onderzoeksvoorstel | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **1** | **Vul hieronder de basisgegevens van het voorgestelde onderzoeksvoorstel in.**  *Geef de titel en de Engelse vertaling van de titel van het voorstel.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | Engelse vertaling | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **2** | **Geef hieronder een samenvatting van het onderzoeksvoorstel.**  *Geef een omschrijving in maximaal 600 karakters.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | Ggevens van de indieners van het onderzoeksvoorstel | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Coördinator** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **3** | Vul hieronder de gegevens in van de organisatie van de promotor-coördinator. *De coördinator is de woordvoerder en penhouder ten aanzien van het Departement Onderwijs en Vorming. Briefwisseling die aan de coördinator gericht wordt, geldt voor alle samenwerkende leden. De coördinator bezorgt alle inlichtingen die hij in het kader van dit onderzoek ontvangt, aan de samenwerkende leden. De coördinator dient eveneens op alle stuurgroepbijeenkomsten of overlegvergaderingen met de opdrachtgever aanwezig te zijn.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | Instelling/ organisatie | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | Faculteit (indien van toepassing) | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | postnummer en gemeente | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **4** | Vul hieronder de gegevens in van de coördinator. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | voor- en achternaam | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Samenwerkende leden** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **5** | Vul hieronder de gegevens in van de organisatie van de samenwerkende leden. *Als er verschillende samenwerkende leden bij het voorstel betrokken zijn, moet u voor elke samenwerkend lid vraag 5 en 6 kopiëren en onder vraag 6 plakken. U hoeft de vragen niet opnieuw te nummeren.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | instelling | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | Faculteit of departement (indien van toepassing) | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | rechtsvorm | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | postnummer en gemeente | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **6** | Vul hieronder de gegevens in van het samenwerkend lid. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Effectieve leiding van het onderzoek** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **7** | Vul hieronder de gegevens in van de onderzoekers die het onderzoek effectief zullen leiden. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | *De onderzoeker of onderzoekers die de uitvoering van het onderzoek op bestendige wijze zullen leiden, hebben de effectieve leiding van het onderzoek. Vermeld ook eventuele samenwerkende leden die effectieve leiding hebben.*  *Vul bij de tijdsbesteding in hoeveel procent van de totale werktijd de onderzoekers aan de leiding van het onderzoek zullen besteden.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **voor- en achternaam** | | | | | | |  | | **functie** | | | | | | | |  | | **organisatie** | | | | | | | | |  | | **adres** | | | | | | | | | | |  | | **telefoon en e-mailadres** | | | | | | | | | | |  | | **tijds­besteding** | | | | |
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|  | **Betrokken universiteiten of hogescholen** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **8** | Vul hieronder de gegevens in van de universiteiten of hogescholen die bij het onderzoeksvoorstel betrokken zijn. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Beheerders van de kredieten** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **9** | Vul hieronder de gegevens in van de kredietbeheerders die bij het onderzoek betrokken zijn. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **naam van de beheerder** | | | | | | | |  | | **Adres** | | | | | | | | | | | |  | | **telefoon en e-mailadres** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | Informatie over het onderzoeksproject | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **10** | | **Beschrijf de probleemstelling met duidelijk geformuleerde onderzoeksvragen.**  *Geef een beknopte omschrijving.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **11** | | **Zet het theoretisch kader uiteen op basis van verwijzingen naar relevante literatuur.**  *Geef een beknopte omschrijving.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **12** | | **Geef een gedetailleerde beschrijving en verantwoording van de onderzoeksmethode.**  *Geef een beknopte omschrijving.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **13** | | **Beschrijf de relevantie voor onderwijsbeleid en -praktijk.**  *Geef een beknopte omschrijving.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **14** | | **Beschrijf en argumenteer de voorstellen tot valorisatie in het kader van dit project.**  *Geef een beknopte omschrijving.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **15** | | Hoeveel maanden zal het onderzoeksproject in beslag nemen? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | |  | | | Maanden | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **16** | | **Beschrijf en argumenteer het plan van aanpak en de bijhorende timing van het onderzoeksproject.**  *Geef een beknopte omschrijving. Geef per werkingsjaar de verschillende fasen van het onderzoek weer, met de daarin geplande activiteiten. Geef ook* de *maatregelen i.h.k.v. algemene risk management (zowel naar impact van corona, data-veiligheid en -management en mogelijke belangenconflicten) aan.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | Expertise van de onderzoeksgroep | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **17** | | **Beschrijf de expertise van de onderzoeksgroep.**  *Beschrijf beknopt uw ervaring en expertise in soortgelijke wetenschappelijke onderzoeken (inclusief dataverzameling en -analyse) en ontwikkeling van valorisatievormen; uw vertrouwdheid met de vereiste theoretische kaders; uw vertrouwdheid met het Vlaamse onderwijslandschap; en uw management- en organisatievaardigheden van het team, bestaande uit onder andere: het opzetten van gelijkaardige onderzoeksprojecten; het betrekken van voor het onderzoek relevante stakeholders en experten; en het opzetten van effectieve governance-structuren om de in het opzet bepaalde resultaten tijdig en kwaliteitsvol te realiseren.*  *.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | Prijsvoorstel van het onderzoeksvoorstel | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | **Algemeen overzicht** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **18** | | | **Overzicht van het budget.**  *Vul dit overzicht in voor alle kredietaanvragende instellingen samen.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | |  | | | | | | | |  | **eerste werkingsjaar** | | | | | | | | | | | | | | | | |  | **tweede werkingsjaar** | | | | | | | | | | | | | |  | **totaal** | | | | | | | | | | | | |  | | | |
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|  | | | specifieke exploitatie | | | | | | | |  |  | | | | | | | | | | | euro | | | | | |  |  | | | | | | | | | euro | | | | |  |  | | | | | | euro | | | | | | |  | | | |
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|  | | | **subtotaal** | | | | | | | |  |  | | | | | | | | | | | euro | | | | | |  |  | | | | | | | | | euro | | | | |  |  | | | | | | euro | | | | | | |  | | | |
|  | | | algemene kosten (maximaal 10 %) | | | | | | | |  |  | | | | | | | | | | | euro | | | | | |  |  | | | | | | | | | euro | | | | |  |  | | | | | | euro | | | | | | |  | | | |
|  | | | Apparatuur | | | | | | | |  |  | | | | | | | | | | | euro | | | | | |  |  | | | | | | | | | euro | | | | |  |  | | | | | | euro | | | | | | |  | | | |
|  | | | onderaanneming | | | | | | | |  |  | | | | | | | | | | | euro | | | | | |  |  | | | | | | | | | euro | | | | |  |  | | | | | | euro | | | | | | |  | | | |
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|  | | | **Totaal** | | | | | | | |  |  | | | | | | | | | | | euro | | | | | |  |  | | | | | | | | | euro | | | | |  |  | | | | | | euro | | | | | | |  | | | |
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|  | | **Gedetailleerd overzicht van de kosten** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **19** | | Vul hieronder in hoeveel kredietaanvragende instellingen bij het voorstel betrokken zijn. *Als er verschillende instellingen kredieten aanvragen voor het onderzoek, dan stelt u de begroting voor elke instelling afzonderlijk op. U moet voor elke kredietaanvragende instelling vraag 20 tot en met 23 kopiëren en onder vraag 23 plakken. U hoeft de vragen niet opnieuw te nummeren.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | |  | | | kredietinstellingen | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **20** | | **Geef hieronder een gedetailleerd overzicht van de personeelskosten van de kredietvragende instelling.**  *De personeelskosten omvatten de geïndexeerde brutolonen, sociale werkgeversbijdragen, wettelijke verzekeringen en elke andere wettelijke vergoeding of toelage bij de wedde.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | **eerste jaar** | | | | | | | | | | | | | | |  | |  | | | | | |  | |  | | | | | |  |  | | | | | | |  |  |  | | | |  | | | | | | |  |  | | | | |  | |
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|  | | technisch-administratief personeel | | | | | | | | | | | | | | |  | |  | | | | | |  | |  | | | | | |  |  | | | | | | | % |  |  | | | | euro | | | | | | |  |  | | | | | euro | |
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|  | | onderzoekspersoneel | | | | | | | | | | | | | | |  | |  | | | | | |  | |  | | | | | |  |  | | | | | | | % |  |  | | | | euro | | | | | | |  |  | | | | | euro | |
|  | | technisch-administratief personeel | | | | | | | | | | | | | | |  | |  | | | | | |  | |  | | | | | |  |  | | | | | | | % |  |  | | | | euro | | | | | | |  |  | | | | | euro | |
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|  | | **subtotaal tweede jaar** | | | | | | | | | | | | | | |  | |  | | | | | |  | |  | | | | | |  |  | | | | | | | % |  |  | | | | euro | | | | | | |  |  | | | | | euro | |
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| **21** | | **Vul hieronder de specifieke exploitatiekosten in.**  *De specifieke exploitatiekosten omvatten de kosten voor onder andere het aankopen en aanmaken van documentatiemateriaal, reis- en zendingskosten, drukwerk, honoraria, het gebruik van computermateriaal, de benodigdheden of het gewoon materiaal voor laboratorium of bureel, gewone onderhouds- en exploitatiekosten.*  *Indien algemene kosten worden aangerekend, dan worden geen kosten meer vergoed zoals voor het sluiten en het beheer van de overeenkomsten, de huur en het onderhoud van gebouwen, lokalen, vergaderzalen met inbegrip van de normale kantooruitrusting, de kosten voor verwarming, verlichting, elektriciteit, de kosten verbonden met het centrale beheer van de goederen en diensten die aan de onderzoekers ter beschikking worden gesteld en de kosten zoals voor telefoon, fax, kopieën, correspondentie, kantoorbenodigdheden en apparatuur die niet specifiek met de uitvoering van het onderzoek verbonden zijn.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  |  | | | | | | | | | | | | | | | | |  | | **eerste werkingsjaar** | | | | | | | | | | | | | | |  | | **tweede werkingsjaar** | | | | | | | | | |  | **totaal** | | | | | | | | | | | | | |
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|  | drukwerk, fotokopieën | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | postzegels, telefoon | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | prestaties van derden, honoraria | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | verplaatsingskosten in België | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | zendingen in het buitenland | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | organisatie van seminaries | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | gebruiksgoederen (kantoormateriaal) | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | audiovisueel materiaal | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | opstellen van rapporten | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | documentatiemateriaal | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | Computertijd (afschrijving apparatuur) | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
|  | andere kosten: | | | | |  | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
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|  | **Totaal (exclusief BTW)** | | | | | | | | | | | | | | | | |  | |  | | | | | | | | | | | euro | | | |  | |  | | | | | | | | | euro |  |  | | | | | | | | | | | | euro | |
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| **22** | **Vul hieronder de apparatuurkosten in.**  *De apparatuurkosten dienen voor het bekostigen van de aankoop van wetenschappelijke en technische apparatuur en machines die noodzakelijk zijn voor de uitvoering van het onderzoek en in de begroting werden verantwoord en voor zover de apparatuur en de machines waarover de indieners en eventueel andere medecontractanten beschikken, niet kunnen worden benut.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Apparatuur** | | | | | | |  | | **verantwoording** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | **bedrag** | | | | | | | | | |
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| **23** | **Vul hieronder de kosten voor onderaanneming in (indien van toepassing)**  *De onderaanneming is de overeenkomst waarbij de opdrachthouder onder zijn verantwoordelijkheid, een andere persoon, de onderaannemer genoemd, de volledige of gedeeltelijke uitvoering toevertrouwt van een aannemingsovereenkomst die hij met de opdrachtgever gesloten heeft.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Bedrag** | | | | | | |  | | **verantwoording** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **24** | **Geef hieronder een toelichting bij de kosten.**  *Geef per uitgavencategorie de berekeningswijze en een verantwoording. Gebruik daarvoor maximaal 3000 karakters.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Aanvullende financiering** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **25** | **Vul hieronder de andere kredieten in die u eventueel voor dit onderzoek hebt gevraagd.**  *Als u voor het onderzoek andere kredieten hebt gevraagd, vermeldt u de organisatie en het gevraagde bedrag per kostensoort. Geef aan of de gevraagde kredieten al zijn toegezegd.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  |  | | | | | | | | | | | | |  | **bedrag** | | | | | | | | | | |  | | **bron van de financiering** | | | | | | | | | | | | | | | | | | | | | |  | | | **toegezegd?** | | | | | | | | |
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|  | personeel | | | | | | | | | | | | |  |  | | | | | | euro | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | | ja | |  | nee | |
|  | specifieke exploitatie | | | | | | | | | | | | |  |  | | | | | | euro | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | | ja | |  | nee | |
|  | apparatuur | | | | | | | | | | | | |  |  | | | | | | euro | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | | ja | |  | nee | |
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|  | **subtotaal** | | | | | | | | | | | | |  |  | | | | | | euro | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | |  | |  |  | |
|  | algemene kosten (maximaal 10 %)  opm: alleen van toepassing voor universiteiten en hogescholen | | | | | | | | | | | | |  |  | | | | | | euro | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | | ja | |  | nee | |
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|  | **totaal** | | | | | | | | | | | | |  |  | | | | | | euro | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | |  | | |  | | |  | | |  |  | |
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|  | | | Ondertekening | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | **Ondertekening door de coördinator** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **26** | | | **Vul de onderstaande verklaring in.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | | **Ik bevestig dat alle gegevens in dit formulier correct en volledig zijn ingevuld.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | | Aan wie bezorgt u dit formulier? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **27** | | | *De offertes moeten ten laatste op 25 maart 2022 om 12.00 uur elektronisch worden bezorgd aan* [*Katrijn.Ballet@ond.vlaanderen.be*](mailto:Katrijn.Ballet@ond.vlaanderen.be) *met een kopie aan het secretariaat van de afdeling Strategische Beleidsondersteuning (cc:*[*sbo.secretariaat@ond.vlaanderen.be*](mailto:sbo.secretariaat@ond.vlaanderen.be)*).* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | | Hoe gaat het nu verder met uw voorstel? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **28** | | | |  | | --- | | *Laattijdige of onvolledige voorstellen zijn niet ontvankelijk. Alle ontvankelijke voorstellen worden beoordeeld door een commissie die wordt samengesteld door de secretaris-generaal van het departement Onderwijs en Vorming.*  *De afdeling strategische beleidsondersteuning stelt op basis van het advies van de commissie een gemotiveerde rangschikking van de onderzoeksvoorstellen op. De afdeling zal zich daarvoor laten leiden door de scores en de commentaren van de leden van het commissie. Elk onderzoeksvoorstel wordt voorzien van een meervoudige score (op basis van de in de uitnodiging opgenomen criteria) en van een commentaar die de gegeven scores moet verantwoorden. De gerangschikte voorstellen worden aan de secretaris-generaal van het departement Onderwijs en Vorming bevoegd voor onderwijs voorgelegd. U wordt schriftelijk op de hoogte gebracht van deze beslissing.*  *Alle persoonsgegevens zullen door de afdeling Strategische beleidsondersteuning worden verwerkt in overeenstemming met de bepalingen van de Algemene Verordening Gegevensbescherming. De persoonsgegevens zullen uitsluitend met het oog op de plaatsing en de uitvoering van de opdracht worden verwerkt.*  *De toegang tot en de inzage in de documenten worden beperkt tot de medewerkers van de afdeling Strategische beleidsondersteuning en de instanties voor wie de toegang en inzage vanuit hun functie nodig zijn in het kader van de plaatsing en de uitvoering van de opdracht. De persoonsgegevens zullen worden verwerkt op de IT-systemen van de afdeling Strategische beleidsondersteuning, die zich binnen de Europese Unie bevinden. De inschrijver heeft de toestemming van de betrokkene om deze persoonsgegevens toe te voegen. De persoonsgegevens worden zoals alle elementen van een plaatsingsdossier gedurende 10 jaar bewaard.*  *Meer info over het privacybeleid van het Departement Onderwijs en Vorming, vindt u op de volgende webpagina :* [*https://onderwijs.vlaanderen.be/departement-onderwijs-en-vorming*](https://onderwijs.vlaanderen.be/departement-onderwijs-en-vorming) *.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |