

2016 PUBLIC CALL FOR APPLICATIONS (IFUdG2016) FOR THE UdG GRANT PROGRAMME FOR RESEARCHERS IN TRAINING (IFUdG2016-2018)

This call for applications is based on the Terms and Conditions of the UdG Grant Programme for Researchers in Training (2016-2018) approved by the Governing Council of the UdG in session 1/2016 of 25 February 2016.

The main priority of the UdG Grant Programme for Researchers in Training (2016-2018) is to ensure that the number of doctoral theses defended at the UdG continues to increase, and that these theses can be prepared by the researchers in question in appropriate conditions. This final objective is entirely compatible with another strategic objective of the UdG: attracting and retaining talent, pre-doctoral in this case, through the training of new doctors in research groups of the UdG. This action is expected to increase the number of researchers in the research groups as well as the quality and competitiveness of the R&D they carry out.

The UdG has also signed a co-operation agreement with Santander Bank to promote the University internationally, so it is taking part in this call for subsidies in order to inaugurate a programme of international UdG-Santander Bank pre-doctoral grants.

With the aim of combining the research initiatives of different institutions within the UdG's social, cultural and economic spheres of influence and the interest in developing doctoral theses that impact upon or are related to the region, applications are solicited for IFUdG2016 grants (formerly known as BRAE grants) financed jointly by interested entities or companies and the University of Girona.

To increase the resources available and, therefore, the number of grants awarded, the UdG has also entered into agreements with other universities and research agencies for the co-financing of pre-doctoral grants for candidates developing their theses at our University. In line with this, an agreement has been signed with the Externado University of Colombia for the annual co-financing of two pre-doctoral grants. As this is a joint initiative of these two universities, the grants will be awarded through a separate call for applications. An agreement has also been signed with the SENESCYT research agency of Ecuador for an annual call for applications for five pre-doctoral grants, which will also be awarded through a separate call for applications.

TERMS AND CONDITIONS

First. Purpose and objective of the grants

1.1. The purpose of this call for grants is to support the hiring of researchers in training at the University of Girona.

1.2 The amount of the grant shall be used for the employment of researchers under a pre-doctoral contract as specified in article 21 of Law 14/2011, of 1 June, of Science, Technology and Innovation, modified by the sixth final provision of Law 30/2015 of 9 September regulating the Professional Training System for workplace employment.

1.3 Some of the grants will be co-financed by the interested entities and/or companies and the University of Girona in order to include both research initiatives of different social, cultural and financial institutions of the University of Girona and the development of doctoral theses that affect or are related with the region.

1.4 Subsidies will be divided into two types according to their financing:

TYPE A: generic IFUdG2016 grants wholly financed by University of Girona.

TYPE B: IFUdG2016 grants in special arrangements co-financed by entities outside the UdG who cover 50% of the cost of the grant and which are associated with a UdG research group. The co-payment guarantee document from the external entity is mandatory when applying for this type of grant.

Second. Beneficiaries

Applicants who meet the following prerequisites may qualify to be recipients of these grants:

General requirements

2.1 Meet one of the requirements for access to the doctorate, before the deadline to submit applications, contained in article 6 of Royal Decree 99/2011, of 28 January, regulating the official subjects for doctoral studies, with the following specifications:

a) Applicants who have completed degrees of 240 ECTS credits or more (four- or five-year, pre-EHEA degree holders, architects and engineers) must have completed 60 ECTS credits of a master's programme required for admission to the doctoral programme.

b) Applicants in official degree courses with a minimum of 300 ECTS credits must be degree holders.

Four- or five-year degree holders, engineers or architects may also apply if they have earned a degree from a Spanish university, have attained level 3 of the MECES list (the

Spanish higher education qualifications framework) and have had that level of qualification approved by the Spanish Ministry of Education, Culture and Sport.

2.2 Not possess the title of doctor.

2.3 The minimum average mark of the candidate must be as follows:

- For the studies referred to in point 2.1.a, the mark must be equal to or higher than 6.5 (scale of 1-10). The average mark is calculated by taking 80% of the first qualification (from first – 60% of the total – and second – 40% of the total – cycle studies) and 20% of the results of the master's courses certified as passed at the time of submitting the application.
- For the studies referred to in points 2.1.b and next paragraph, that do not require a master's degree to qualify for a doctorate, the average note must be equal to or higher than 6.5 (scale of 1-10).
- If the studies were completed abroad, the mark given in the academic report must be calculated by the National Agency for Quality Assessment and Accreditation (ANECA).

2.4 Not have obtained, currently receive or have obtained at the time of publication or processing of this call for applications, any grant from a competitive programme of researcher training (FI, FPI, FPU, FIS or the equivalent).

2.5 Not have received a BRGR grant for twelve months prior to the publication of this call for applications.

Specific requirements

2.6 Acceptance of the grant requires enrolment in a doctoral programme of the UdG and agreement on the part of the grant recipient and the person supervising the thesis to fulfil their obligations. The incorporation is to take place on 1 September, 1 October or 1 November 2016.

Enrolment on a doctorate course of UdG at the time of presenting the application is not a requirement.

2.7 Applicants must present the endorsement of a research group of the UdG with their application. A candidate cannot be endorsed by more than one research group. Groups must fulfil the following requirements to endorse a candidate:

Not employ any researcher in training who is currently receiving a grant from the UdG,
or meet this second condition:

(Nr. of doctors in the group)/(Nr. of UdG researchers currently in training (BR, BRAE)) ≥ 3*

()A researcher in training is considered current if their grant expires after December 2016*

Persons associated with centres taking part in the research shall not be considered members of the research group when calculating this grant.

2.8 To participate in this call for applications described in these terms and conditions, when the application is submitted the candidate must have a thesis director who belongs to a UdG research group and participates, as the principal researcher or as a member, in an existing research and/or knowledge transfer project that guarantees sufficient resources to develop and complete the thesis.

Transfer agreements must be signed when the application is submitted and have a minimum value of €24,000 in science and technology fields and a minimum value of €12,000 in the humanities and the social sciences.

The application will be excluded from the selection process if it does not meet one of these conditions.

Third. The number of grants

3.1 In accordance with the objectives of the programme, the 2016 call for the UdG grants for researchers in training (IFUdG2016) is intended to award a total of 21 pre-doctoral grants (added to which are two 2016 grants corresponding to the UdG-Externado joint call for applications in the humanities and social sciences and five grants of the SENESCYT call for applications in all fields).

3.2 The 21 grants shall be distributed as follows:

TYPE A: 16 grants distributed as follows:

- 9 grants in science and technology (CT)
- 7 grants in the humanities and social sciences (HCS)

TYPE B: 5 grants (50% of the cost of which shall be paid by the UdG) distributed as follows:

- 3 grants in science and technology (CT)
- 2 grants in the humanities and social sciences (HCS)

3.3 Type - B will be assessed separately, as specified in point six in this call for applications. However, the distribution of the numbers by type may be modified in the event that no candidates apply for one of the types, or in the event that none of the candidates are awarded a grant. If the expected numbers are not reached despite these modifications, the numbers of Type – B may be assigned to Type – A, as long as the numbers reach 100% of the amount of the grants set for Type – A. The Type B for the humanities and the social sciences are complemented by the joint UdG-Externado call for applications for two additional annual grants.

3.4 The first annual payment of the cost of this call for applications will be paid from the budget into 2016, and the following annual payments from the budget for 2017, 2018 and 2019. Cost item is 11.01.204, cost applications 131.00 for remuneration of the work contract, and 160.00 as the quota of the employers.

Fourth. Amount of the grants

4.1 The amount of the grant includes remuneration and the cost of the employer's quota for Social Security of the beneficiaries.

4.2 The remuneration of the beneficiaries is 1,325 euros gross monthly. This amount will be paid at the end of each month, and subject to the deductions required by law.

4.3 The grant will cover the cost of supervision associated with the preparation of the thesis for the 3 courses: 2016-2017, 2017-2018 and 2018-2019.

4.4 In no case shall the cost of the fees or the cost of other courses or studies that the beneficiaries may be taking while they receive the grant be covered.

Fifth. Application and period for submissions

5.1 The applications have two parts, one online and another on paper. The online applications must be submitted to the webpage of the UdG (www.udg.edu/larecerca/OITT/Tràmitsonline). The online submission will generate a copy that must be printed, signed and presented as explained below (together with the documents listed).

5.2 The online submission must be accompanied by the following documents in *.pdf or *.doc formats:

- 1) Curriculum of the candidate
- 2) Brief description of the project and plan of work drafted by the candidate (this may be the same research plan presented to the School of Doctoral Studies).

The online submission will only close when the documents requested have been entered in the required format.

5.3 The paper application must be submitted in any office of the UdG Registry during the times indicated in the Regulations on the Organisation and Functioning of the Registry (<http://www3.udg.edu/arxiu/>), or any of the places indicated in article 38.4 of the Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures.

The paper application must include:

- 1) The printed copy of the online application, with the relevant signatures (the applicant, the thesis director and the person responsible for the UdG research group).
- 2) Photocopy of the DNI, or photocopy of the passport for students from outside Spain.
- 3) Authenticated photocopies or originals of the personal academic qualifications for higher education which give access to the doctorate, with the results obtained, and the highest and lowest marks used in the relevant marking system and the minimum mark for a pass, as well as the date when the studies were finished. These documents are not required for qualifications obtained through the UdG.
- 4) In the case of studies taken abroad, the certificate of the National Agency for Quality Assessment and Accreditation (ANECA) must be presented.
- 5) In the case of candidates without qualifications from the UdG, their average marks in the relevant studies must be certified. Should these documents not be available, the content of point 6 shall apply.
- 6) Document guaranteeing co-payment or, if necessary, a collaboration agreement signed by the legal representative of the entity/company in the event that the application is for Type - B.

5.4 The period for submitting the application ends on 18 April 2016. Any applications that have not been presented online or on paper on this date in accordance with the foregoing points shall not be admitted.

5.5 The OITT will publish a list of the candidates admitted and those rejected 9 working days after the period for presenting applications has ended on the digital notice board of the online site of the University of Girona, explaining the reasons for their decision in each case.

The persons involved will have 7 days to present arguments against this provisional list or rectify their application dated from the day after the publication of the list. In the absence of

appeals the list shall be considered final without any need for the publication described in the following paragraph.

At the end of this period, the final list of admitted and excluded candidates will be published on the digital notice board of the online site of the University of Girona. This resolution may be opposed by presenting an appeal before the rector in the terms contained in article 107 of Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures, modified by Law 4/1999, of 13 January.

Once the final list of admitted and excluded candidates is published, the OITT will pass all the documents of the present call for application to the president of the Selection Committee responsible.

Sixth. Selection process

6.1 The Authorised Committee for Research, Transfers and Doctorates will be the Selection Committee for the present call for applications, so it will be responsible for the draft resolution that will be presented to the rectorate. The assessment of the applications will be carried out separately for each type and in accordance with the assessment criteria given below. The technical staff of OITT and the School of Doctoral Studies will provide support to the Selection Committee.

6.2 Assessment criteria

6.2.1 Candidate assessment: up to 5 points

6.2.1.1 Assessment of academic record in relation with the results of the year of qualification (up to 4 points)

The weighted and average mark (by credits) standardised against the average mark of the year of the degree/engineering/diploma studies will represent 80% and the weighted average mark (by credits) of the master's courses the other 20%. The ECTS credits passed at the date of submission will be used to calculate the average mark of the master's studies.

The standardisation of the average mark of the academic record of the degree/engineering/diploma studies will be performed using the following formula:

$$N_{\text{exp}}^{\text{norm}} = \frac{N_{\text{exp}}}{N_{\text{mitja}}^{\text{estudis}}}$$

where:

N_{exp} = Mark in the applicant's file

$N_{mitja}^{estudis}$ = Average mark for the study year of the applicant

N_{exp}^{norm} = Standardised mark of the applicant's file

In the case of officially recognised degree programmes of at least 300 ECTS credits (point 2.1.b) and degrees recognised as level 3 of the MECES list of the Ministry of Education, Culture and Sport, the grade point average (per credits), standardised in accordance with the class average, will be weighted at 100%.

If the candidates have a qualification of first and second cycle, the average of the two marks shall be used once they have been standardised in relation with the average of the applicant's study year. The standardised mark of the first cycle shall represent 60% of the average, while that of the second cycle will count for 40%.

If it proves impossible to obtain the average mark of the applicant's study year, the average of the same study year for the studies most similar to the applicant's at the UdG shall be used.

In the case of applicants with qualifications from longer courses that cannot provide the average mark of their studies, which are second cycle at the UdG, the average of the most similar courses of the UdG in first and second cycles shall be used, with 60% of the first cycle and 40% of the second.

6.2.1.2 Assessment of the candidate's curriculum (up to 1 point)

The merits to be considered are extraordinary undergraduate awards, publications, contributions to congresses, international activities, research collaboration work and other academic qualifications. The Selection Committee will analyse all submitted curriculums, take into account any merits and relevant fields of research, and assign proportional scores to order and categorise the curriculums.

6.2.2 Group assessment: up to 5 points

The information from GREC and the databases of OITT and the School of Doctoral Studies will be used. If the director of the thesis takes part in a research project in which the lead researcher is not part of the same study group, the average of the assessment of both groups will give the assessment value.

If the thesis director belongs to more than one research group, the group for which the following criteria are applied and the candidates' applications are prioritised must be identified.

Criteria: Type – A & B	Score:
6.2.2.1 The director of the thesis belongs to a research group recognised by the Government of Catalonia.	1 point If the direction is shared, a proportional part will be applied if the directors of the UdG belong to SGR groups
6.2.2.2 The number of theses read at the UdG directed by group members later than 1 January 2009, standardised by the number of doctors in the group excluding those who obtained the title after the 1 January 2009. These with European or international references will be awarded 20% more value.	Up to 1 point If the thesis is jointly supervised by directors in different research groups of the UdG, the score of the thesis will be divided proportionally Those with European or international references will be awarded 20% more value.
6.2.2.3 Number of researchers in training in the group/Number of doctors in the group	Up to 2 points These criteria shall be applied inversely: 2 points for the minimum quotient, 0 points for the maximum. Approved researchers in training (FI and IFUdG) whose grant finishes after December 2016 shall be counted, including grants FI decided within the assessment period of current applications IFUdG2016) If there is more than one candidate for each research group, the number of assigned points will decrease with each additional candidate from the group (a 1 will be added to the “number of researchers in training in the group” for each candidate) in accordance with the priority assigned to each group.
6.2.2.4 Duration of the research/transfer project to which the candidate is attached (extensions granted do not count in this criteria).	Up to 1 point If the project is due to expire in: <ul style="list-style-type: none"> ▪ 2016: 0,25 points ▪ 2017: 0,50 points ▪ 2018: 0,75 points ▪ 2019 or later: 1 point Extensions granted do not count in this criteria

As regards the composition of the groups, the latest approved directory with all the modifications approved by the Authorised Committee on Research, Transfers and Doctorates prior to the final date for submitting applications for this call will be taken into account.

6.3 Once all the foregoing criteria and scores are applied, two lists of candidates will be drawn up and arranged from highest to lowest scoring for each of the types listed (science and technology, and humanities and social sciences). When the scores are even, the result of the candidate assessment section will act as a tie-breaker.

6.4 In accordance with point 8, the OITT will make public the provisional proposal of candidates agreed by the Selection Committee within a maximum period of 15 working days from the day after publication of the final list of admitted candidates, and there will be a 7 day period in which allegations can be presented against the Committee's decision.

6.5 The Selection Committee will resolve any allegations presented within a maximum of 7 working days, and then approve a final list of beneficiaries which will be published on the UdG's digital notice board, to present the decision to the rector. If no allegations are presented against the provisional list, or if they are presented out of time, the provisional list shall be regarded as final, pending the resolution passed by the rector which brings the process to its conclusion.

6.6 Once the final list is published, beneficiaries of Type- B grants will co-operate with the collaborating entities and/or companies, if this has not already been done, to agree on specific terms and conditions for co-financing and continuing the grant and to establish the conditions for future payments on the part of the collaborating entity: payment of 50% of the cost when the agreement is signed, then 25% of the cost in the first month of the second year and the final 25% in the first month of the third and final year. This agreement must be signed by the collaborating entity at least fifteen days before the contracted person's incorporation in the research group or outside entity. Otherwise the grant will be revoked.

Seventh. Resolution of the call for applications

The rector of the University of Girona will inform the Governing Council of the resolution of this call within three months of the deadline for submitting applications. The resolution will be made public and the interested parties informed through the digital site of the UdG on the day after signing.

Eighth. Notifications and resources

8.1 The call for applications, the process and resolution shall all be made public through the UdG's digital notice board. Even so, the applicants will receive email notification of whether their applications have been admitted or excluded.

8.2 Once published as described in the preceding section, the interested parties are considered notified in accordance with article 59.5 of Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures.

Ninth. Acceptance of the grant

Signing the contract as specified in point 12 of this call for applications implies acceptance of the grant, and the obligations set out in these terms and conditions. However, the beneficiary of the grant must satisfy the requirements set out in the first section of point 12.1 before the contract can be signed.

Tenth. Obligations of the beneficiary

10.1 The beneficiary selected has the following obligations:

10.1.1 To join the research group and work efficiently on the doctoral thesis.

10.1.2 Inform and/or request authorisation from the School of Doctoral Studies with regard to any change or incident affecting the development of the project and/or work plan, and to provide information when required.

10.1.3 To inform the Human Resources Service in the event of renouncing the contract by a formal notification sent to the vice-rector of research. The written renunciation may be submitted to any office of the UdG Registry, during the times established in the Regulations on the Organisation and Functioning of the Registry (see: <http://www3.udg.edu/arxiu/>) or at any place stipulated in article 38.4 of Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures.

10.1.4 In the case of beneficiaries who have not presented their doctorate within the grant period, they must submit a report on the situation of the thesis to the OITT within two months of the end of the contract using the standardised model.

10.1.5 Mention in all the documents produced by this project during the period of the grant that it has been made possible by the research grant from the UdG.

10.1.6 Register the thesis and the academic supervision associated with it every academic year. If the beneficiaries of these grants request a transfer of their studies to a doctoral

programme of a university other than the UdG, they will lose their status as researcher in training of the UdG and the contract will be terminated.

10.1.7 Pass the annual assessment that forms part of the doctoral training programme.

10.2 The director of the thesis has the following obligations:

10.2.1 To manage the incorporation of the beneficiary into the research group.

10.2.2 Ensure that the researcher in training is given adequate resources and infrastructure needed to develop their research work.

10.2.3 Inform the vice-rector of research of any incident affecting the use of the grant (absences, incompatibilities, others).

Eleventh. Teaching activities of the beneficiaries

The beneficiaries of these grants may impart up to 60 hours of teaching practice for the departments they are associated with, in response to the temporary requirements of the department or the need for additional collaboration. This collaboration will follow normal procedures for planning and managing the study plan. In no case will the collaboration of a grant beneficiary result in the reduction of teaching hours for a staff professor.

Twelfth. Signing the contract and the terms and conditions

12.1 Signing the contract

12.1.1 There will be a ten-day period after the publication of the final list for the acceptance of the grant. The following documents must be submitted in this period at any UdG Registry office during the times indicated in the Regulations on the Organisation and Functioning of the Registry (<http://www3.udg.edu/arxiu/>), or any of the places indicated in article 38.4 of Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures, and addressed to the Office of Research and Technological Transfer of the University of Girona:

- 1) Documents showing pre-enrolment on a doctorate course 2016-2017.
- 2 Documents needed for registration on the payroll and social security.
- 3 Document accepting the obligations signed by the beneficiary and the director of the thesis indicating the date of incorporation in accordance with point 12.2.
- 4 Authorised photocopy of academic qualifications or receipt of payment for obtaining them.

12.1.2 Failure to present these documents in the stipulated time will be considered as non-acceptance of the grant, and as a renunciation of the same.

12.1.3 In those cases where non-recognition of foreign qualifications prevents enrolment before 15 October 2016, the grant is revoked.

12.1.4 Registration for the payroll will not be effective until the OITT receives the incorporation certificate signed by the director of the thesis.

12.1.5 The candidates hired shall be recognised as researchers in training of the University of Girona.

12.2. Contract terms and conditions

12.2.1. Duration of the contract

The duration of the contract will be 3 years maximum. The activity developed by contracted persons will be evaluated annually by the academic committee of the doctoral programme in which they are registered during their time in the programme. The contract may be cancelled if the decision concerning the previously mentioned resolution is favourable.

12.2.2. Condition for terminating the contract

The presentation of the thesis will cause the termination of the contract, effective on the last day of the month in which the thesis is presented.

12.2.3. Remuneration

The remunerations for the beneficiaries hired are 1,325 euros gross monthly.

12.2.4. Date of the start of the contract

- Pre-doctoral contract will start on 1 September 2016.
- Contracts may exceptionally start on 1 October or 1 November 2016 for beneficiaries from outside the European Community who have to follow the procedures to obtain a work permit.
- The contract may be cancelled if the registration procedures for the 2016-2017 academic year are not completed within 7 working days of the first day of the academic and administrative calendar of the doctoral studies for 2016-2017.

Thirteenth. Renunciation and incompleteness of the contract

13.1 If before 15 October 2016 a successful applicant does not accept the grant, renounces it, does not complete the pre-registration or registration process, does not join the programme or has the contract revoked, and if funds are still available, the grant will be

awarded to the corresponding candidate following the order of the prioritised list, and the newly accepted candidate may begin to take advantage of the grant on the first day of the month after the rector's resolution concerning candidates who have not joined the programme or have renounced the grant.

13.2 Places made available after that date as a result of any of the cases described in the previous point will not be filled.

13.3 Successful candidates who renounce the grant but continue their doctoral research training must pay the corresponding registration fee for the current academic year on the date of their renunciation, unless they have completed at least 50% of the academic year.

Fourteenth. Suspension of the contract

Temporary incapacity (minimum 30 days), risk during pregnancy, leaves for maternity, adoption or fostering, risk during lactation or paternity shall all place the validity of the contract in suspension. Said contract may be extended for the same period, if the interested person applies to the Human Resources Service before the end of the contract period.

Fifteenth. Incompatibility of the grants

Reception of these grants is incompatible with any other similar form of support. These grants are compatible with work carried out in accordance with art. 83 of Law 6/2001, dated 21st December, of Universities, whenever this work is directly related with the line of research in which the work plan is registered.

In any case, the beneficiaries hired under these grants are subject to the conditions of incompatibility that apply to the teaching research staff employed by the University of Girona.

Requests for authorisation of compatibility must be presented to Human Resources Service of UdG.

Seventeenth. Breaches and repeal of the grant

The complete or partial breach of the obligations or requirements established in the terms and conditions of this call for applications, or those that figure in the decision to concede the grant, if any, caused by the concealment or falsification of data will cause the beneficiary to lose the grant and the work contract to terminate, and be obliged to return any sums paid out, if necessary. The grant will be repealed following the proper procedure,

which will include in all cases a report by the thesis director and will guarantee a hearing for the beneficiary of the grant.

Eighteenth. Applicable legislation

The precepts contained in Law 26/2010, of 3 August, on the legal regime for procedures in the Catalan Public Administration, and in Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures, shall apply in all cases not covered by these terms and conditions.