

# Call for Mobility Project Proposals

## Identification information

|                       |                                                 |
|-----------------------|-------------------------------------------------|
| Partner country:      | <b>Spain</b>                                    |
| Partner organisation: | <b>Spanish National Research Council (CSIC)</b> |
| Programme:            | <b>Mobility</b>                                 |
| Period:               | <b>2024 – 2025</b>                              |

## Legal framework

The call is based on the Agreement on Scientific Cooperation of the year 2023 between the Slovak Academy of Sciences (hereinafter referred to as SAS) and the Spanish National Research Council (hereinafter referred to as CSIC).

## Basic definitions

### Objectives

- Improvement of scientific cooperation between both countries;
- Stimulation of involvement of young researchers and PhD students;
- Supporting research teams aspiring to cooperate on large international projects in the future;
- Enabling the use of methodology, infrastructure and equipment for the mutual benefit of both institutions.

### Eligibility criteria

Project proposals from **all research fields** are accepted.

Maximum project duration is **2 years, i.e. 24 months**; extension beyond this period is not permitted.

Project proposals can be submitted:

- **On the Slovak side** by a [SAS institute or center](#)
- **On the Partner side** by a CSIC institute;

On both sides, the principal investigator and the participating team members can be only involved in one proposal in this call, regardless of whether they participate as a principal investigator or as team members.

### Research team

Each research team consists of:

- One principal investigator (senior or junior researcher);
- One or more co-investigators.

Research team members are divided into four categories:

- Senior researchers (5 or more years after receiving PhD);
- Junior researchers – postdocs (less than 5 years after receiving PhD);
- PhD students;
- Others (e.g. engineers, technicians).

### **On the Slovak side:**

- All members must be employees of the SAS institutes or centers.
- Out of the whole team, at least 1/3 must be junior researchers or PhD students.

### On the Partner side:

- The principal investigator (PI) of the action may be a CSIC scientific staff whose employment status complies with the instructions set out in the Manual for the management of staff providing services in the institutes, centres and units of the State Agency CSIC.
- The PI and the other members of the participating CSIC team must be staff or have a contract compatible with participation in internationalisation networks. Staff from Joint Centres and Associated Units may participate as members of the team.
- The PI of the CSIC team must maintain their employment relationship with CSIC for the duration of the action. Otherwise, it shall ensure the continuity of the action through a substitution to be approved by CSIC. Team members may participate provided that they maintain their employment relationship with CSIC until the actions in which they are involved in the framework of this programme have been completed.

### Financial provisions

Financial contributions must be calculated and provided in compliance with the valid national legislation and internal regulations of the partner organisations.

**Three** two-year mobility projects shall be selected for funding.

### On the Slovak side:

- Financial contribution shall be provided by the SAS towards the costs of the Slovak research team.
- The maximum financial contribution shall be **EUR 5,000** per mobility project per year.
- **Eligible costs:** mobility costs and research costs (consumables, services, small equipment).
- Max. 30% of the approved financial contribution can be used to cover research costs: consumables, services, small equipment.
- Non-eligible costs are: personnel, large equipment, overheads.
- There are no eligible indirect costs.
- The beneficiaries of this program will have to justify the activities and expenses in two reports (intermediate and final). Each justification report shall include a Scientific-technical report and a Financial report

### On the Partner side:

- Financial contribution shall be provided by the CSIC towards the mobility costs of the Spanish research team.
- The maximum financial contribution shall be **EUR 5,000** per mobility project per year.
- All expenses must be adequately detailed in the work plan and be consistent with the proposed activities. Eligible costs are:
  - Transport, subsistence and accommodation costs for CSIC team trips.
  - Costs related to the organization of meetings, workshops, seminars and other internationalization activities that take place in Spain (expenses destined to the rental of rooms and audio-visual means).
  - Non-eligible costs are: personnel, research costs consumables, services, equipment and overheads.
- The beneficiaries of this program will have to justify the activities and expenses in two reports (intermediate and final). Each justification report shall include a Scientific-technical report and a Financial report.

## Project proposal submission

Project proposals must be submitted in parallel to both partner organisations.

### On the Slovak side:

- Project proposals in English must be completed and submitted within the stated deadline exclusively via the Intranet online application.
- To submit a project proposal, log in to the SAS Intranet. Select Intranet Rights, Standard Rights, Bilateral Mobility Call and fill in a project proposal. After finishing your proposal, you shall forward it through your Intranet account to the Director of your SAS Institute for its approval. The Director shall approve your proposal. Once the project proposal is approved by the Director, it will be automatically sent to OMS Úrad SAV (Department of International Cooperation, Office of the SAS) via his/her Intranet account. **All project proposals must be submitted by the SAS Institute Directors by 14 September 2023.**
- Proposals submitted in any other way may be rejected on formal grounds.

By submitting project proposal, the applicant:

- Agrees to processing of personal data within the meaning of the Act No. 18/2018 Coll., On Personal Data Protection, as amended;
- Declares that the information he/she stated is accurate, true and complete and that he/she is aware that if otherwise they will face all the legal consequences;
- Declares that, if approved, he/she will during the realization of the project follow:
  - The SAS Code of Ethics;
  - [The European Code of Conduct for Research Integrity](#) (Slovak translation available [here](#)).

### On the Partner side:

- The proposal and the documentation required at CSIC will be submitted in a single application by the CSIC PI and project coordinator, through the telematic application of calls on the CSIC Intranet: <http://siw.csic.es/icv/> "BILATERAL ACTIONS".
- Applications shall be written in English or Spanish.
- Action report, including, as indicated in the templates and with a maximum size of 5MB:
  - A) Activities of the Program (up to 3 pages, with a minimum font size of 11):
    - Summary of the proposal (objectives, scope of the study, international relevance, etc.).
    - List of key words (in Spanish and English).
    - Implementation: work plan that includes the scientific objectives and proposed actions as well as a schedule for their execution.
    - Expected scientific impact: for both research groups
    - Composition of the consortium:
      - Background and current state of the collaboration
      - Description of the participating teams and their experience
  - B) Detailed budget related to the proposed chronogram of activities (maximum 3 pages).
  - C) CV of the CSIC PI highlighting the main achievements from 2018 to the present (maximum 2 pages).
  - D) CV of foreign PI(s) highlighting major achievements from 2018 to present (maximum 2 pages)
  - E) Letter of acceptance/commitment from the Slovak Academy of Sciences on which the participating teams depend. This letter must include the authorization to the principal investigator for participation in the project, committing to carry out the activities foreseen in the presented scientific-technical report and its corresponding financing. The format of presentation of the document will be by means of an official letter from the institution dated and signed by the Institutional or Scientific Head/Manager. In the event that these

ones coincide with some of the IPs or team members, please indicate them in this section of the application.

- The application will require the telematic validation by the ICU Head/Manager for its later submission by the applicant.
- **The deadline for submission of applications will be from 12 June to 15 September 2023.** The reception of applications will end at 24h on the closing day of the call. Incomplete applications or applications that do not meet the requirements established in this resolution on the closing date will be automatically rejected.
- Once the period for submitting applications has ended, a provisional list of those admitted and excluded will be published on the CSIC intranet. There will be no time period to rectify errors.

### Evaluation and Selection

Consists of two-step process:

- At the national level, each partner organisation evaluates submitted proposals based on its internal rules and prepares a ranking list.
- At the international level, both partner organisations exchange their ranking lists, merge them, negotiate the final ranking and approve the proposals selected for funding. Total number of projects approved for funding is dependent on the financial possibilities of both partner organizations.

### Criteria for evaluation of project proposals:

- **Quality of the project:**
  - Scientific relevance (concept, innovative character in relation to the state-of-the art, quality of objectives);
  - Methodology, work plan of activities and outputs;
  - Impact of project results, their dissemination and exploitation.
- **Quality of research teams:**
  - Composition and expertise of research teams;
  - Complementarity, methodology and equipment; previous cooperation and outputs;
  - Justification of collaboration needs.
- **Active involvement of junior researchers and PhD students.**
- **Added value and broader impact of bilateral cooperation.**

### Schedule on the Slovak side

|                          |                                                                                                                        |
|--------------------------|------------------------------------------------------------------------------------------------------------------------|
| <b>12 June 2023</b>      | <b>Announcement of the call for project proposals</b>                                                                  |
| <b>14 September 2023</b> | <b>Deadline for submission of project proposals</b>                                                                    |
| October 2023             | Completion of the assessment at national level                                                                         |
| November 2023            | Completion of the joint assessment at international level, approval of the final results by both partner organisations |
| <b>December 2023</b>     | <b>Announcement of results</b>                                                                                         |

### Schedule on the Partner side

|                          |                                                                                                                        |
|--------------------------|------------------------------------------------------------------------------------------------------------------------|
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## Contact persons

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|---------------|--------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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