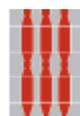




Call for proposals I-MOVE

FP7 Marie Curie COFUND Programme

Fellowships in the fields of genomics, genetics, informatics and nanotechnologies applied to all aspects of life science.



Regione Umbria

Call identifier: IMOVE-2014-1
Date of publication: 9 June 2014
Deadline: 20 July 2014
Number of fellowship awarded: 2

1. Introduction and objective of the action

I-MOVE implements a fellowship scheme targeting experienced researchers holding a Ph.D. degree (an M.D. with subsequent medical specialization or a Master considered equivalent to the Ph.D. for the scope of this program), or with at least 4 years of full-time equivalent research experience, with the objective to promote incoming and outgoing mobility between European and Associated States on one side and Italian research laboratories (also with links with the region of Umbria) on the other side in the fields of genomics, genetics, informatics and nanotechnologies applied to all aspects of life sciences. The programme is aimed at promoting the development of international mobility in order to accelerate interaction between industry and academia in favour of competitiveness and innovation. The initiative offers both long- and short-term fellowships. This action is open to the national and international scientific community in line with the eligibility criteria set out by the call and by the European COFUND, co-financer in the setting of the Marie Curie actions of the 7th Framework Program of the European Union.

The current call will award a total of **2 fellowships** divided as follows:

| <i>Fellowship identifier</i> | <i>Number of awarded fellowships</i> | <i>Mobility scheme</i> | <i>Duration of fellowship</i> | <i>Experience requested</i> |
|------------------------------|--------------------------------------|------------------------|-------------------------------|-----------------------------|
| 2014-1-IN-24-SEN | 1 | INCOMING | 24 months | SEN RES >10 years |
| 2014-1-IN-6-SEN | 1 | INCOMING | 6 months | SEN RES > 10 years |

Provided that the above fellowships are successfully awarded as a result of this call, **the I-MOVE programme will not issue any further calls for fellowship proposals.**

2. Eligibility conditions and researchers

The program is open to all citizens that have been residing in Italy for the last three years (in the case of the outgoing mobility scheme) and all citizens that have resided outside Italy during the three years preceding the call opening date (for incoming schemes). Applicants must hold, at the time of the call deadline, a Ph.D. degree, an M.D. with subsequent medical specialization or a Master considered equivalent to the Ph.D. for the scope of this programme) irrespective of the time taken to acquire it, or have *at least* 4 years of full-time equivalent research experience, including the

period of research training, after obtaining the degree which formally allowed them to embark on a doctorate or specialization degree in the country in which the degree was obtained or in the country of the host institution selected to carry out the fellowship activities (irrespective of whether a doctorate was envisaged or not).

The clock starts ticking once a researcher, having obtained a degree that gives access to doctoral studies in the country in which the degree was obtained or in the host institution country, starts working in research. In the event that a researcher has taken a break from their research career for whatever reason (e.g. working outside research, family reasons, unemployment, etc.), then the clock is stopped and only starts again once they resume their research career. The full-time equivalent research experience must be proved by employment contracts (or similar agreements) covering the entire period of four years with no breaks.

Example:

A researcher graduated 6 years ago and does not have a PhD. (S)he has been working in research since graduation only for a full-time equivalent of 2 years, supported by 4 different employment contracts of 6 months each over the period of the last 4 years. (S)he is not eligible.

a. Research experience

The fellowships will be awarded according to the research experience of the applicants. The actual level of experience for a researcher is determined at the time of the relevant deadline for submission of proposals.

- **Experienced researcher:** to qualify as experienced researchers applicants must (i) be in possession of a Ph.D. degree, an M.D. with subsequent medical specialization or a Master degree (considered equivalent to the Ph.D. for the scope of this programme), irrespective of the time taken to acquire it, or (ii) have *at least* 4 years of full-time equivalent research experience, including the period of research training, after obtaining the degree which formally allowed them to embark on a doctorate or specialization degree in the country in which the degree was obtained or in the country of the host institution selected to carry out the fellowship activities (irrespective of whether a doctorate was envisaged or not).
- **Senior researcher:** to qualify as senior researchers applicants must be in possession of a Ph.D. degree, an M.D. with subsequent medical specialization or a Master degree (considered equivalent to the Ph.D. for the scope of this programme) at the time of the relevant deadline for submission of proposals, irrespective of the time necessary to acquire it, or have more than *10 years* of full-time equivalent research experience, including the period of research training, after obtaining the degree which formally allowed them to embark on a doctorate or specialization degree in the country in which the degree was obtained or in the country of the host institution selected to carry out the fellowship activities (irrespective of whether a doctorate was envisaged or not).

Example:

Three years after obtaining a University degree, a researcher obtains his/her PhD in 2008. The researcher has not been working in research ever since and has a total full time research experience of only 3 years (the years of the PhD research activities) but because (s)he holds PhD (s)he is considered an experienced researcher.

b. Mobility and nationality

Applicants must meet the eligibility criteria set for the mobility fellowship they are applying for.

- **Eligibility for incoming fellowships:** applicants can be citizens of a Member State or Associated country or citizens of any Third country and should not have resided or carried out their main activity (e.g. work, studies, etc.) in Italy for more than 12 months in the last three years directly preceding the call opening date. The host institution must be based in Italy.
- **Eligibility for outgoing fellowships:** applicants must be Italian or citizens of a Member State, Associated country or Third country and have legally resided, and/or have had their main activity (work, studies, etc.) in Italy for at least three out of the last four years preceding the call opening date. At the time of the relevant deadline for submission of proposals, applicants must not have resided or carried out their main activity in the country of their host organisation for more than 12 months in the last three years immediately prior to the call opening date. The host institution must be based in any Member State, other than Italy, Associated or Third countries.

In addition the following aspects will be evaluated by the Executive Office to assess the eligibility of applicants:

- respect of the rules of mobility and nationality applicable to eligible researchers;
- submission within deadline;
- completeness of the proposal;
- relevance to the scientific areas of intervention.

Applicants can only apply for one fellowship scheme at a time and must ensure that no conflict of interests arises from their submission, both in terms of the contents of the proposed activities and the commitment of the fellow. If the fellow holds other employment contracts he/she must have agreed acceptable terms with their institution of origin to carry out the proposed work at the host institution. These may be in the form of leave of absence or any other form of agreement with the institution of origin.

The Executive Office reserves the right to request evidence supporting the eligibility of the fellow and proving that arrangements are in place before confirming the fellowship award.

3. Fellowship mobility

The programme offers both incoming and outgoing fellowships for a period of 6, 12 or 24 consecutive months. Applicants can apply only for one type and duration of mobility fellowship in line with the eligibility criteria set out for the different schemes.

a. Outgoing fellowships

Applicants must demonstrate mobility from Italy to a Member State or Associated country or Third country, and must comply with the rules for mobility and nationality at the deadline for submission of proposals. The number of outgoing fellowships awarded under the IMOVE-2014-1 is 0.

b. Incoming fellowships

Applicants must demonstrate mobility from a Member State or Associated country or Third country to Italy, and must comply with the rules for mobility and nationality at the time of the deadline for

proposals submission. The number of incoming fellowships awarded under the IMOVE-2014-1 is 2: 1 fellowship of 24 months and 1 fellowship of 6 months.

4. Host institution

Applicants will carry out their training activities at the host institution. Applicants participating in all schemes freely choose the host institution where they wish to carry out their training and research activities without any restriction and prejudice. The host institution can be either a public or private entity active in the area of genomics, genetics, informatics and nanotechnologies applied to all aspects of life sciences. When submitting their proposals, applicants must have already made initial contacts with the host institution and obtain a signed Commitment Letter confirming the support of the fellowship activities by the host institution. This letter must be uploaded on the dedicated section of part A.

5. Scientific areas of intervention

Proposals must be presented in the field of genomics, genetics, informatics and nanotechnologies applied to all aspects of life sciences in the following main scientific areas:

- System Biology
- Genomics
- Cutting edge and innovative research on topics related to infectious disease control
- Bio-informatics
- Molecular and Cell Biology
- Microbial genetics
- Human genetics
- Nanotechnology
- Epidemiology and statistics
- Bio-banks
- Molecular diagnosis
- Bioinformatics and Structural Biology
- Medical Microbiology
- Vaccine development
- Antimicrobial drug development
- _ Technology Transfer

6. European Union Contribution and Rates

The contribution will cover the fellowship costs and the research related costs only. The host institution must cover any additional cost connected to hosting the applicants and related to the implementation of the project. Regione Umbria will sign an agreement with the awarded host institution to provide the contribution for the successful applicants. The contribution will cover employment costs (including all compulsory deductions under national legislation in the context of the project) and the costs related to the research and training activities described in the proposed project.

a. Monthly living allowance

This refers to the basic monthly amount to be paid to the fellows according to Table 1. The living allowance is a financial contribution of the Regione Umbria and the European Union to the salary of the fellows and is intended to offer adequate social security coverage (including all compulsory deductions under national legislation in the context of the project but not necessarily paid from the fellowship).

b. Monthly mobility allowance

This is a monthly payment of a flat rate contribution to cover expenses related to the mobility fellows (relocation, family expenses, language courses, travel expenses etc.), according to Table 1.

c. Contribution to research expenses of eligible researcher

This contribution is managed by the host institution for expenses related to the participation of the fellows in research activities. These include costs related to the execution of the project by the fellows (e.g. purchase of consumables, participation in conferences and training courses, fees for scientific journals, memberships in scientific associations etc.), and which would not normally arise if the fellows was not hosted at the host institution. This contribution consists of a flat-rate amount (average costs apply as in Table 1):

- €600/month (€7200/year) for lab-based activities;
- €400/month (€4800/year) for non lab-based activities.

| Cost categories (average costs) | Fellowship scheme 1 EXP RES < 10 YRS | Fellowship scheme 2 SENIOR RES > 10 YRS |
|--|--|---|
| <i>Living allowance (€/year)</i> | 54,300.00 | 81,400.00 |
| <i>Mobility allowance (€/year)</i> | 3,750.00 | 3,750.00 |
| <i>Research cost contribution (€/year)</i> | 6,866.67 | 6,866.67 |
| <i>Fellowship costs €/year</i> | 64,916.67 | 92,016.67 |

Table 1 – Contribution (average costs) for I-MOVE fellowships

7. How to apply

Applicants will apply online and submit their proposal along with the required supporting documents. Templates are available online and are also included in the Guide for Applicants.

Applicants must register to the I-MOVE website before preparing their proposal. A confirmation email is sent with username and password to access a private area where applicants can enter their

data and verify their eligibility. If no eligibility issues arise, applicants can save their data and continue preparing their proposal. It is advisable to download and read carefully the Guidelines for Applicants for detailed information on the application procedure, eligibility criteria and evaluation process.

a. Preparation of the proposal

Applicants fill in their details and upload their proposals along with all the required documentation online on the dedicated webpage. Proposals include two mandatory sections: part A and part B.

Part A consists of several administrative forms which contain information about the proposal and the applicant. The information in Part A is entered through a set of online forms:

- **Information on the applicant (A1);**
- **Information on the mobility programme requested (A2);**
- **Information on the proposal (A3);**
- **Information on the host institution (A4)**
- Additional supporting documents (Upload Section): Curriculum Vitae, relevant academic or professional qualifications (such as scan versions of degrees, professional diplomas, training courses, certifications, self-certifications or awarding body declarations, etc.) and a list of up to 5 most recent publications; host institution commitment letter; statement of supervisor training record (these additional documents shall be uploaded by the applicant as described in the Guide for Applicants), proof of full-time equivalent research experience;

Part B is the technical-scientific description of the proposal following the guidelines contained in the Guide for Applicants. Two templates are available for either short-term (6 months) or long-term (12, 24 months) fellowships. Applicants must use the template that applies to the fellowship period they have selected and upload a pdf version of Part B as described in the Guide for Applicants. Applicants are responsible for ensuring that the correct template for Part B is used and completed in all its sections.

After submission, applicants will be able to monitor online the status of their application. The results of the selection process will be notified by e-mail and Evaluation Summary Reports will be also made available on the candidate personal page. In case of acceptance of the fellowship, applicants will receive the terms and conditions of the award offer.

8. Ethics principles

All projects recommended for funding will be further reviewed by the Executive Office to assess compliance with the ethical principles set out by the Commission 7th Framework Programme with reference, in particular, to informed consent, data protection, use of animals and stem cells. During submission of the proposal, applicants must confirm that the ethical aspects of the proposal have been discussed with the host institution and steps have been taken to obtain approval from the

relevant national ethics body, if necessary. Where the proposed training activity requires ethical approval, applicants and the host institutions must provide the Executive Office with the necessary authorizations before commencing the fellowship. More comprehensive details can be found in the Guide for Applicants.

9. Evaluation procedure

Each proposal will be evaluated with the aid of 3 external referees selected according to their expertise on the basis of relevant key words. Proposals are evaluated anonymously.

The I-MOVE Executive Office will utilize two different databases to identify expert evaluators:

- 1) a database of national experts that is routinely employed by the Italian Ministry of Research for assessing research projects and evaluate fellowship awards;
- 2) international experts will be identified using a dedicated referee database designed for the I-MOVE proposals.

Exclusion criteria: if any conflict of interest should emerge as the experts selected would be affiliated with a host institution or had scientific and personal contact with one of the applicants, new experts will be selected for the evaluation.

Experts record their individual evaluation providing written justification for each score (maximum 500 characters). Evaluation scores are summed up and the average is calculated. If the scores awarded are very different among the three experts (standard deviation higher than 1.2)¹, a further expert is randomly chosen electronically, and the resulting evaluation is combined with the previous ones and included in the calculation of the average score for the criteria. The I-MOVE Executive Office ranks the proposal taking into account the referee score and the overall remarks of the Scientific Committee. Awards are given to the highest ranking candidates of the list until the total number of fellowships of the call is entirely awarded.

10. Criteria and method of judging merit

Proposals are assessed against the following criteria. Evaluation scores are given from 1-5 for each section of the proposal. Each of the five sub-criteria is given a score from 0 to 1 and then added to form the final score. Each score indicates the following with respect to the criterion under examination:

- 0- The proposal fails to address the criterion under examination or cannot be judged due to missing or incomplete information.
- 1- Poor. The criterion is addressed in an inadequate manner, or there are serious inherent weaknesses.
- 2- Fair. While the proposal broadly addresses the criterion, there are significant weaknesses.
- 3- Good. The proposal addresses the criterion well, although improvements would be necessary.
- 4- Very Good. The proposal addresses the criterion very well, although certain improvements are still possible.

5- Excellent. The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor.

The ranking of proposals will be based on the weighting of the four criteria. The minimum thresholds are indicated as follows and the weight of each criterion is 30%, 20%, 20%, 30%, respectively.

CRITERIA OF JUDGEMENT

| <i>Scientific merit of the proposal</i> | <i>Qualifications and experience of the candidate</i> | <i>Host institution</i> | <i>Impact of the project</i> |
|--|---|--|---|
| Scientific and technological quality, and relevance of the scientific questions including any interdisciplinary and multidisciplinary aspects of the proposal. | Scientific publications and quality of previous research, CV, independent thinking and leadership. | Quality and adequacy of facilities of host and international collaboration of host. | Potential of transferring knowledge to host. |
| Research methodology and innovative nature of the project and relationship to the “state of the art” of research in the field. | Match between the fellow’s profile and the project, and benefit of the mobility period for the career of the applicant. | Practical and administrative arrangements and support for the hosting of the fellow. | Potential for creating long term collaborations and mutually beneficial co-operation between academic institutions and enterprises of the region of Umbria and the host institutions. |
| Timeliness and relevance of the project, and ability to address and handle ethical issues in research. | Potential for reaching a position of professional maturity, and potential to acquire new knowledge. | Capacity to implement the project. | Potential and quality of lasting professional integration (expected length of work contract, expected career development). |
| Potential of transferring knowledge to European host and/or bring knowledge to Europe. | Clarity and quality of the research training opportunities for the applicant; relevance and quality of additional scientific training as well as of complementary skills offered. | Practical arrangements for the implementation and management of the project. | Contribution to career development or re-establishment. |
| Clarity and quality of the transfer of knowledge and skills; and Industry-academia transectorial component of the knowledge transfer. | Track record in training experienced fellows in the field and proven capacity to provide mentoring/tutoring. | Feasibility and innovative aspects of the project, including work plan. | Contribution to European excellence and European competitiveness. |
| Threshold | 3 | 4 | 4 |

Priority order for proposals with the same score

As part of the evaluation procedure, the Scientific Committee will review the evaluations by independent experts and recommend ranked lists for the proposals, following the scoring systems indicated above and the fellowship identifiers.

If necessary, the Scientific Committee will determine a priority order for proposals which have been awarded the same score within a ranked list. Whether or not such a prioritisation is carried out will depend on the number of available fellowships. Priority is given to ex-equo proposals as follows:

i) proposals submitted by researchers holding a Ph.D. degree, an M.D. with subsequent medical specialization or a Master (considered equivalent to the Ph.D. for the scope of this programme), irrespective of the time take to acquire it;

(ii) according to the scores they have been awarded for the criterion 1, scientific merit of the proposal and when these scores are equal, priority will be based on scores for the criterion 4, impact of the project.

If necessary, any further prioritisation will be based on other appropriate characteristics, to be decided by the panel, related to the contribution of the proposal to the objectives of the Regione Umbria and the European COFUND, co-financer in the setting of the Marie Curie actions of the 7th Framework Program of the European Union.

11. Appointment

All actions and procedures for the successful applicants are taken in accordance with the provisions set out in the European Charter for Researchers and the code of Conduct for the Recruitment of Researchers. The host institutions and Regione Umbria co-financing this project are responsible for providing fellows with a suitable research and training environment, appropriate equipment and consumables as well as adequate opportunities, including distance cooperation with other existing research networks. The I-MOVE Executive Office will monitor the employment conditions of successful applicants in accordance with the agreement signed with the host institutions.

Successful applicants must accept the terms and conditions of the fellowship within **15** working days after receipt of the award letter from the Executive Office. Failure to meet this deadline may result in the loss of the fellowship. Successful candidates must send a written confirmation of acceptance of the fellowship (Acceptance Letter) to the I-MOVE Executive Office via registered mail along with the set of documents listed in the Award Letter, including a declaration that they do not hold any other employment or have agreed acceptable terms with their institution of origin to carry out the proposed work at the host institution. Such terms shall include any leave of absence or any other form of agreement with the institution of origin for the period of the fellowship.

12. Obligations of the researcher and host institution

Regione Umbria will stipulate in the agreement with the host institutions the salary conditions and other payments (e.g. research cost contribution) for the benefit of the fellow as well as employment conditions that allow both women and men to combine family and work, child care and career

development, paying special attention to flexible working times, telework if applicable (e.g. for writing articles, drafting statistical surveys or preparing applications for patenting, etc.). The person in charge of research at the host institution will have to provide the I-MOVE Executive Office with the following documentation: a) notification of actual beginning of the fellowship at the host institution; b) quarterly confirmation of the fellow's presence documented by a register of presence; c) financial reports.

If the fellow holds another employment he/she must have agreed acceptable terms with the institution of origin to carry out the proposed work at the host institution. These may be in the form of leave of absence, or any other form of agreement. Fellowships will be paid to the host institution in biannual instalments². In order to receive the fellowship, the fellow must accept all the safety rules and regulations listed in the contract and related to his/her activity.

The host institutions will provide full insurance coverage for the coming fellow covering the risk of accidents with the same level of protection of current employees.

The appointed fellows must be recruited at the host institution within the deadline indicated in Annex A to the award letter and must carry out the training activities proposed at the host institution. At the end of the fellowship and no later than one month following the end of the fellowship, the fellows shall send to the I-MOVE Executive Office a scientific report on the research activities carried out during the fellowship.

13. Employment principles

The awarded fellows shall be appointed under an employment contract except in adequately documented cases or where national regulation would prohibit this possibility. When an employment contract cannot be provided, the fellow shall be recruited under a status equivalent to a fixed amount fellowship, provided that it is compatible with the national legislation and that adequate social security is provided (but not necessarily paid from the fellowship).

As a general principle the choice of appointment type should be made in accordance with the best interests of the fellows. The European Charter for Researchers and the Code of Conduct for the recruitment of researchers offer a reference framework for the employment of researchers.

In all cases, host organizations must ensure that the fellow is covered under the national social security scheme applied to employed workers, or under a social security scheme providing adequate protection and covering the fellow in every place of implementation of the training activities.

14. Deadline

Proposals submitted after the deadline of **20 July 2015** are ineligible and will not be evaluated.

Indicative timetable of the call

| | |
|---|---------------------|
| Publication of the call | 9 June 2014 |
| Deadline for submission of proposals | 20 July 2014 |
| Evaluation of proposals | Aug - Sept 2014 |
| Evaluation summary report | October 2014 |
| Award letter sent to successful candidates | October 2014 |
| Sign of the agreement with the host institution | November 2014 |
| Mandatory Start of the fellowship | Dec 2014 - Jan 2015 |

All I-MOVE-2014-1 Fellowships must start by 15 January 2015 at the latest

15. Further information and help

The I-MOVE webpage contains links to other sources that you may find useful in preparing and submitting your proposal. The Guide for Applicants available on the webpage should be carefully read before the preparation and submission of the proposal.

Specialized and technical assistance

I-MOVE helpdesk Email: i-move.helpdesk@pologgb.com