

The present text is a translation from RESOLUCIÓN DE LA PRESIDENCIA DE LA AGENCIA ESTATAL CONSEJO SUPERIOR DE INVESTIGACIONES CIENTÍFICAS (CSIC) POR LA QUE SE CONVOCA EL PROGRAMA CSIC DE COOPERACIÓN CIENTÍFICA i-COOP CONVOCATORIA 2023 PARA EL DESARROLLO. The Spanish text prevails over the English version.

CALL OF THE PRESIDENCY OF THE STATE AGENCY SPANISH NATIONAL RESEARCH COUNCIL (CSIC) BY WHICH CSIC OPENS THE PROGRAMME i-COOP 2023 FOR SCIENTIFIC COOPERATION AND DEVELOPMENT:

“i-COOP CALL 2023”

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I. PURPOSE OF THE CALL

The purpose of the **CSIC Programme for Scientific Cooperation for Development i-COOP** is to stimulate through its own resources the collaboration of CSIC research groups with international research groups in countries receiving ODA (Official Development Assistance) through the conduct of training, work and specialisation stays of the research groups of the participating entities.

The call is open to any thematic area developed by CSIC research groups, with international collaborating groups belonging to countries receiving Official Development Assistance (ODA) according to the list established by the OECD Development Assistance Committee (DAC):

<https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-List-of-ODA-Recipients-for-reporting-2022-23-flows.pdf>

As part of the CSIC's internationalisation strategy promoted by the Vice-President of International Relations (VRI), and in line with the Fifth Master Plan of Spanish Cooperation (2018/2021), this call will **prioritise applications that include African countries receiving ODA.**

2. TERMS OF THE CALL

A maximum of **40 grants** for a maximum amount of **EUR 24,000** each—up to EUR 12,000 each annuity-- valid from its granting until the end of the 2025 financial year.

Exceptionally, if the participating foreign entity is from Ukraine, the maximum amount may be **EUR 40 000**—up to EUR 20,000 each annuity-- provided that the funding is earmarked for the carrying out of stays of Ukrainian scientific staff in CSIC, the duration of which exceeds the cost of EUR 12 000 (over 6 months, to be developed within each year).

The total funding of the present call will increase to a maximum amount of EUR 992,000.

2.1 Contemplated actions:

2.1.1. MODALITY A: the main actions in this modality will consist of stays in Institutes, Centres or Units (ICU) of the CSIC for **research personnel in training** who are developing their doctoral thesis in a foreign institution of ODA countries. Those proposals that propose the **co-direction of the doctoral thesis** by the person in charge of the participating CSIC team will be positively evaluated in the evaluation phase.

2.1.2. MODALITY B: the main actions in this modality are based on scientific cooperation through stays for:

- specialized scientific-technical training
- acquisition or improvement of training in the use of advanced instrumentation
- planning of academic programmes, including postgraduate and doctoral programmes
- scientific collaboration

2.2. Participants

2.2.1. All proposals must have at least **one CSIC research group** (CSIC participating team), which will act as project coordinator, and **a group from an institution in a third country receiving ODA** (foreign participating team).

2.2.2. The institution from the ODA third country can be a non-profit public or private entity, i.e. a University, Research or Technological Centre, Museum, Foundation or Public Administration. Each participating foreign team must be led by a foreign manager.

2.2.3. Spanish universities, Research Centres or Public Administrations may participate in the action as long as they commit, with their own funds and infrastructure, to the financing of the activities described in point 2.1 within the framework of the implementation of the action.

2.2.4. Companies interested in the project can participate as long as they commit, with their own funds, to offer the members of the beneficiary foreign team and/or the participating CSIC team the execution of the activities described in point 2.1 within the framework of the project. **The companies will not be considered a member of the consortium, but their participation will be considered in the second phase of the evaluation.**

2.2.5. Exceptionally, in Modality B, research groups linked to entities located in countries that do not receive ODA can participate, as long as they commit their own funds and infrastructure for the promotion of scientific cooperation for development.

2.2.6. Those consortiums who have received funding through I-COOP2022 may participate in the current call, as long as the added value of the new proposal is highlighted if it is from the same consortium or the same scientific field.

2.3. CSIC Participating Team Requirements

2.3.1. The CSIC Participating Team will be formed:

- In **MODALITY A:** the CSIC responsible for the supervision of the pre-doctoral stay of the research staff in training, who will in turn be a responsible and also, if agreed, co-director of the doctoral thesis in progress.

- In **MODALIDAD B:** the CSIC responsible of the proposal, as well as the scientific, technical and/or training personnel of the CSIC who meet the requirements of point 2.2.

2.3.2. CSIC responsible person must be a CSIC staff and his/her statutory or employment status shall comply with the Instructions set out in the **Personnel Management Manual**¹ which provides its services in the ICUs of the CSIC.

2.3.3. Members of the CSIC participating team can only form part of one i-COOP 2022 proposal regardless of whether they participate as a responsible or as a member of the team.

2.3.4. The responsible person and the rest of the members must be staff or have a contract compatible with participation in cooperation networks². Personnel from Joint Centres and Associated Units may participate as team members.

2.3.5. The CSIC responsible person and the other members of the CSIC research team must **maintain their employment relationship with the CSIC** for the duration of the action. If this is not the case, they should guarantee the continuity of the action through a substitution approved by the VRI. Exceptionally, the members of the team may participate as long as they maintain their employment relationship with the CSIC until they have completed the actions in which they are involved in the action.

2.3.6. The Vice Presidency for International Affairs (VRI) will be responsible **for authorizing any addition or removal of the team members** after the reasoned request of the responsible person, which will be processed via e-mail to the institutional address of the call (i-coop@csic.es) at least one month prior to carrying out the activities of the action and indicating the technical or scientific reason.

2.4. Foreign Country Participating Team Requirements ODA

2.4.1. In MODALITY A:

- The ODA country team will consist of a foreign manager and a researcher in training. The foreign manager must necessarily be the supervisor of the thesis of the research staff in training.
- The researcher in training must be enrolled in a doctoral programme (or equivalent) in an institution in an ODA country, unless it does not exist in his country, in which case and after due justification, he will be admitted to a doctoral programme of a Spanish university.

¹ <https://intranet.csic.es/legislacion/-/contenido/98764566-6496-4c34-9cba-9a203d9880a4>

² The members of the CSIC research group must be registered in the application: Gestión de Entidades y Personas (GEP) or in the equivalent registers of the recently assigned National Centers.

2.4.2. In **MODALITY B**:

- The foreign team will be formed by a foreign manager, and other staff interested in participating in the grant, all of whom must be postdoctoral researchers, predoctoral researchers or teaching staff from universities in AOD recipient countries.

2.5. Duration of stays

2.5.1. In **MODALITY A**:

- The visits of the researcher in training of the foreign team in the CSIC will have a minimum duration of 15 days.
- The stays of the responsible people (CSIC and foreign), may not exceed 30% of the total stays of the researcher in training for the two annuities.

2.5.2. In **MODALITY B**:

- The stays of the CSIC participating team at the foreign institution may not exceed 30% of the total stays of the foreign team for the two annuities.

2.5.3. In both modalities:

- Foreign participating teams of Ukrainian institutions may apply for extra funding (maximum EUR 8,000 more for each annuity) so that their stays in CSIC can take place for a period of more than 6 months continuous within each financial year.

2.5.4. Under no circumstances may the stays be carried out after the end of the accounting year of the corresponding year.

2.6. Eligible Expenses and Management

2.6.1. Transport, subsistence and accommodation costs:

a) Trips of the CSIC team will occur exclusively between Spain and the corresponding country. These aids will be governed by the bases of this call, applying in its amount **the ROYAL DECREE 462/2002, of 24 May, on compensation for the service**, and will be processed through the application 233.00.202 according to the twenty-second provision of the Resolution of 16 February 2018 or in force at the time, of the President of the Consejo Superior de Investigaciones Científicas M.P., approving the Operating Budgets of the Institutes, Centres and Units, the provision of project credit, the management of the system of Operating Treasury Endowment (DTO) and Libraries to be Justified, and certain criteria for economic management and administrative contracting.

In modality A, the stays of people other than the CSIC responsible person will not be accepted as eligible expenses.

In modality B, exceptionally and to a limited extent, if members of different ICUS participate in the CSIC team, trips between participating ICUSs will be allowed in the event of meetings taking place in one of these ICUSs.

Regarding transport costs, these must be processed from the ICU, respecting the travel contract applicable to the CSIC. The amount of the transport aid will include the amount of the expenses corresponding to the processing of visas and/or vaccines not covered by the National Health System, when they are obligatory for entry into the country of destination.

The cost of **medical insurance or travel assistance** for CSIC members travelling to countries without reciprocity agreement will be processed from application I62.05.202 by the management of the ICU.

b) Trips of the foreign team, exclusively between the corresponding country and Spain.

These grants will be processed through application 233.00.202 in accordance with the aforementioned Resolution.

The amount of accommodation and subsistence will be established in the **Resolution of 26 March 2014 of the Presidency of the CSIC by which the amount is established according to its duration for VRI calls**, the breakdown of which is as follows:

	Cost in Euros (€)
During the first 15 days	100,00
From day 16 to day 30	70,00
From the 31st day until the end of the stay	50,00
EXAMPLE: 15 days	1.500,00
EXAMPLE: 30 days	2.550,00
EXAMPLE: 45 days	3.300,00
EXAMPLE: 90 days	5.500,00
EXAMPLE: 180 days	10.050,00

The first and last day of stay shall be understood to be the day of departure and return from and to the municipality in which the participant has his official residence, considering what is established for this concept in the RD 462/2002.

Concerning **trips**, transport may be contracted through the management of the ICU, in which case it will be processed through the centralised contract (except for exceptions³), or by the interested party himself/herself, in which case it will be reimbursed after justification to the management. The amount of the **transport aid** will include the amount of the expenses corresponding to the processing of visas and/or vaccines not covered by the National Health System, when they are mandatory for entry into the country of destination.

The **expenses derived from the medical insurance or travel assistance** for the members of the foreign team who travel to countries without reciprocity agreement will be processed from application 224.00.202. and the ICU will be responsible of its processing.

2.6.2. Eligible expenses (including non-deductible VAT) will also be those destined to:

- Scientific equipment and instruments related to activities of the action (application 620.31.202), destined to ICUs of CSIC
- Internal service costs (inter-center movement to be requested from the Budget Area) or external ones.
- Expenses related to the collection of samples (e.g. sending samples to members of the consortium or renting transport to access hard-to-reach areas) are also included.
- Consumable material whose use is scientific and excludes those that are considered as indirect cost. They are charged to the relevant subheading of Chapter 2 according to the nature of the expenditure and to Item 202.
- Organization of meetings (only for modality B) in the member entities of the consortium
 - Exclusively rental of rooms, audiovisual media (application 226.06.202/226.15.202)
- Registrations for Congresses held in the country where you are enjoying the stay during the period of the visit
- Enrolment in official training courses, related to the scientific objective of the action by the foreign participating team, preferably organized by CSIC (application 226.06.202)

³ Please note that, in the current centralized contract for the provision of Travel Agency services, transport originating abroad enjoys a direct exception.

Expenditure in this category **will not exceed 30%** of the total aid in any form **for each of the two annuities**.

2.7. Duration and execution of the action

2.7.1. The selected proposals will have a maximum duration of **two years**. For the execution of the expenses included in the action, the processing deadlines established in the corresponding financial 2024 and 2025 end-year instructions of the CSIC will be respected.

2.7.2. The continuity of the grant in its second year must be authorised by the VRI, following the submission of a scientific technical report detailing the activity carried out to date, and another report detailing the distribution of the expenditure executed, accompanied by a statement of the internal account of the project. **The unjustified failure to carry out the planned activities or the incorrect use of funds, may lead to the cancellation of aid and repayment of credit.**

2.7.3. All expenditure must be carried out in accordance with the proposed work plan and the corresponding budget for a maximum annual allocation of €24,000 per grant (€12,000/annuity), and will be in accordance with the terms of the call, 40,000 euros for aid in collaboration with Ukraine (EUR 20,000/year) and will be in line with the terms of the call.

2.7.4. The VRI will authorise the annual budget allocation at the beginning of the 2024 and 2025 financial years to the CSIC's ICUs **for their execution and control of the expenditure from the ICUs Management.**

2.7.5. Budget flow from one annuity to another will not be authorized, except in cases of justified illness or movement restrictions that affect the participating countries.

3. PROCEDURES AND DEADLINE FOR SUBMITTING APPLICATIONS

3.1. The proposal and the required documentation will be presented in a single application by the CSIC responsible and project coordinator, through the telematic application for calls on the CSIC Intranet: <http://siw.csic.es/icv/> PROGRAMA CSIC DE COOPERACIÓN CIENTÍFICA PARA EL DESARROLLO.

3.2. Applications will be written in English, or in Spanish if all participating foreign teams are from Spanish-speaking countries, in Times New Roman or Arial font, minimum font size 11. Applications that do not follow these norms will be immediately excluded and ineligible for evaluation. Furthermore, application pages that exceed the established page limit will not be considered in the evaluation.

3.3. Only the following standard call documents will be used:

3.3.1. Action report, including, as indicated in the templates and with a maximum size of 5MB:

A) Activities of the action (maximum 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).
- Thematic evaluation panel (see Annex I of the call)
- Alignment and relevance of the application with the Sustainable Development Goals.
- **Implementation:** work plan that includes the objectives and proposed actions, as well as a chronogram. In modality B projects, the activities to be carried out in the ODA country and the degree of involvement of the foreign team will be detailed.
- **Scientific, social and economic impact** on foreign research groups and institutions, as well as on the participating ODA countries.
- **Composition of the consortium:** most relevant aspects of the research experience of the responsible person (and in Modality B also of the CSIC team) and complementarity with the groups of participating ODA countries.

B) Detailed budget related to the proposed chronogram of activities (maximum 3 pages).

C) CV of the CSIC responsible highlighting the main achievements from 2019 to the present (maximum 2 pages).

D) CV of foreign manager(s) highlighting major achievements from 2019 to present (maximum 2 pages).

→In the case of proposals under **MODALITY A**, the following documentation will also be submitted:

E) CV of the predoctoral researcher (maximum 2 pages).

F) Letters of acceptance/commitment from the thesis director (foreign) certifying their commitment to participate in the action, as well as in the thesis direction of the research staff in training of the foreign team and, where appropriate, the offer to include the CSIC responsible person as co-director of the same. The presentation format of the document will be through an official letter from the institution dated and signed by the institutional or scientific manager. In the event that these managers coincide with some of the responsible people (CSIC / foreign) or team members, please indicate this circumstance in the request in this section.

G) Certificate of registration of the researcher in training of the Foreign Team in the doctoral programme (or equivalent certificate) in which the doctoral thesis has been registered and specifying the degree, institution, doctoral degree, execution period and any other information of interest.

→In the case of proposals under **MODALITY B**, the following documentation will also be submitted:

E) Letters of acceptance/commitment of the foreign institutions to which the foreign team members are affiliated to. This letter must include the authorization to the foreign manager to participate in the project, committing to carry out the activities foreseen in the scientific-technical report presented and its corresponding financing. The presentation format of the document will be through an official letter from the institution dated and signed by the institutional or scientific responsible. In the event that these managers coincide with some of the IPs or team members, please indicate this circumstance in the request in this section.

3.4. The application will require the telematic validation by the ICU Director for its later submission by the applicant.

3.5. The deadline for submission of applications will be from June 1st to June 30th 2023. The reception of applications will end at 23:59 h 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.

3.6. 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.**

3.7. The personal data included in the application will be subject to the protection established by the *Organic Law 3/2018*, and the *Regulations (UE) 2016/679 of the European Parliament*. On the basis of Articles 6 and 7 of that Regulation, by sending the application, the corresponding processing of the personal data sent shall be deemed authorised.

4. EVALUATION

4.1. The evaluation of the proposals will be carried out **in two phases**. The final score for each proposal will be the sum of the evaluations obtained in each of them, which will be based on the following scale:

- Score awarded in the first phase: 30% of total score
- Score awarded in the second phase: 70% of the total score

4.2. In the **first phase**, a **technical evaluation committee** will evaluate the adequacy of the applications to the CSIC's current internationalization strategy, assigning a maximum of 15 points. In particular, the following aspects will be considered:

- I. Adaptation of the project to the strategy of the CSIC in scientific cooperation (up to 12 points).
 - a. **Geographical priority** (maximum 4 points, non-accumulative points in ii, iii and iv, the most favorable option for the consortium shall always be taken into account)
 - i. 1 Priority country for this call: 1 points
 - ii. ODA countries considered “Least Developed Countries”: up to 3 points per proposal depending on the number and relevance of participating institutions.
 - iii. ODA countries considered “Lower Middle Income Countries”: up to 2 points per proposal depending on the number and relevance of participating institutions.
 - iv. ODA countries considered “Upper Middle Income Countries”: up to 1 point per proposal depending on the number and relevance of participating institutions.
 - b. Adequacy and clear exposition in the proposal of its relation with the Sustainable Development Objectives, citing specifically the SDGs involved (**up to 4 points**).
 - c. **Action strategy (up to 2 points)**.
 - i. MODALITY A: co-direction of the thesis by the CSIC responsible person.
 - ii. MODALITY B: involvement of more than two institutions from ODA countries.
 - d. **Balanced composition of the presence of women and men** IPs in the consortium: the female or male IPs forming the consortium do not exceed 60 % or less than 40 %. (**up to 2 points**).

II. Budget (**maximum 3 points**)

- a. Coherence of the budget with the chronogram and eligibility of the included costs

4.3. In case of tie, those with the best score in section I.b will be prioritized.

4.4. In the **second phase**, the proposals will be evaluated by the State Agency of Research (AEI) by expert/collaborator personnel. Only the **80 highest scoring proposals** from the first phase of the selection process will be evaluated. The evaluation criteria will be the following:

- **Scientific quality (up to 5 points):**

The definition and content of the objectives will be evaluated, and the added value of the project (quality and originality, or level of novelty)

- **Implementation (up to 5 points):**

The viability of the activities will be evaluated in accordance with the work plan that includes the proposed objectives and actions and their coherence with the chronogram.

- **Expected impact of the project in relation with the objectives of the call for participating groups and institutions (up to 5 points).**

The following aspects will be evaluated:

1. Impact of the project on the foreign team and institution, as well as CSIC's, including possible future scientific cooperation collaborations and sustainable capacity building: 2 points
2. Social and economic impact of the project on participant: 2 points
3. Adequacy and complementarity of CSIC teams with teams from foreign countries for the execution of the project: 1 point

4.5. In case of tie in the second phase, those with the best score in **Implementation** will be prioritized.

5. INFORMATION ON THE CALL RESULTS

5.1. The result of the selection process will be informed by means of a Resolution of the Presidency of the CSIC, which will be published on the CSIC's INTRANET and will be communicated by e-mail to the proposal applicants.

6. SCIENTIFIC AND ECONOMIC JUSTIFICATION

6.1. The beneficiaries of this program will have to justify the activities and expenses in two reports (interim and final) whose standardized template will be sent from the VRI.

The **interim report** will be sent before 15 December 2024, and the final report before 31 January 2026.

Each justification report shall include the following concepts:

- **Scientific-technical report:** performed activities, results obtained, and degree of fulfilment of the proposed objectives.

- **Financial report:** implemented expenditure, taking into account the bases of the call and the approved chronogram. Please attach the list of costs, which must be selected in the project justification module.

The reports will be sent only in electronic format to the email address i-coop@csic.es

6.2. Eventually, the responsible people (CSIC / foreign) of the participating teams may be required to present these results in a public act before a committee of experts.

7. PENALTY REGIME

The lack of adequacy in the use of the aids granted, the non-compliance with the rules for the execution of the expense and payment, the lack of execution of the budget granted or the lack of compliance with the scientific-technical objectives of the project may be subject to sanctions from VRI. These sanctions could include the ineligibility of the CSIC responsible person for the request of any VRI call for a period of up to five years, as well as the reimbursement of the expenses unduly justified.

8. CONTACT DETAILS:

i-coop@csic.es

Madrid, 1st of June, 2023

CSIC President

Eloisa del Pino Matute

ANNEX I:
THEMATIC EVALUATION AREAS OF THE STATE RESEARCH
AGENCY

- Area 1. CSO / Social Sciences
- Area 2. DER / Law
- Area 3. ECO / Economy
- Area 4. MLP / Mind, language, and thought
- Area 5. FLA / Culture: Philology, literature, and art
- Area 6. PHA / Studies of the past: history and archeology
- Area 7. EDU / Education sciences
- Area 8. PSI / Psychology
- Area 9. MTM / Mathematic sciences
- Area 10. FIS / Physical sciences
- Area 11. PIN / Industrial production, civil engineering and engineering for society
- Area 12. TIC / Information and communication technologies
- Area 13. EYT / Energy and transport
- Area 14. CTQ / Chemical sciences and technologies
- Area 15. MAT / Material sciences and technologies
- Area 16. CTM / Environmental sciences and technologies
- Area 17. CAA / Agrarian and agri-food technologies
- Area 18. BIO / Biosciences and biotechnologies
- Area 19. BME / Biomedicine