1. 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 ODA-recipient countries (Official Development Assistance) through the conduct of training, work and specialization 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):
As part of the CSIC's internationalization strategy promoted by the Vice-President of International Relations (VRI), and in line with the 5th Master Plan of Spanish Cooperation, this call will prioritize applications that include African countries receiving ODA.

2. TERMS OF THE CALL

A maximum of 40 grants for a maximum amount of EUR 30,000.00 each (up to EUR 15,000.00 per year), valid from its granting until the end of the 2026 financial year.

Exceptionally, if the participating foreign entity is from Ukraine, the maximum amount may be EUR 40,000.00 (up to EUR 20,000.00 per year), 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 15,000.00 (over 6 months, to be developed within each year).

The total funding of the present call will increase to a maximum amount of EUR 1,300,000.00.

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-recipient 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 (modality A and B) or various groups from one or more institutions (modality B) in an ODA-recipient country (foreign participating team/s). Each foreign participating team shall be coordinated by a foreign principal investigator.

2.2.2. The institution from the ODA-recipient country may be a non-profit public or private entity, i.e. a university, research or technological center, museum, foundation, and Public Administration. Both research (predoctoral, postdoctoral or teaching staff) and technical staff may participate in the teams.

2.2.3. Spanish universities, research centers, and 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 may 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. 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-COOP2023 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 shall 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 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. The CSIC principal investigator must be part of the CSIC research staff whose statutory or employment status complies with the Instructions set out in the **Personnel Management Manual**¹, regarding the staff providing its services in the ICUs of the CSIC.

2.3.3. Members of the CSIC participating team can only participate in one i-COOP 2024 proposal, regardless of whether they participate as principal investigator or as a team member.

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

2.3.5. The CSIC principal investigator and other CSIC team members shall **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. CSIC team members 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 project.

2.3.6. The Vice Presidency for International Affairs (VRI) will be responsible for **authorizing any addition or removal of the team members** upon the reasoned request of the principal investigator addressed to **i-coop@csic.es**.

2.4. Foreign team requirements

2.4.1. In **MODALITY A**:

- The foreign team will consist of a foreign principal investigator and a researcher in training. The foreign principal investigator shall 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-recipient country, unless it does not exist in his/her country. In this case, and upon due justification, enrolment in doctoral programme of a Spanish university will be accepted.

2.4.2. In **MODALITY B**:

- The foreign team will consist of a foreign principal investigator of each foreign participating entity, and other staff interested in participating in the grant, all of whom

¹ [https://intranet.csic.es/legislacion/-/contenido/98764566-6496-4c34-9cbe-9a203d9880a4](https://intranet.csic.es/legislacion/-/contenido/98764566-6496-4c34-9cbe-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.
shall be postdoctoral researchers, predoctoral researchers, and teaching and technical staff from entities in ODA-recipient countries.

2.5. Duration of the stays

2.5.1. In MODALITY A:

- The visits of the researcher in training of the foreign team to the CSIC shall have a minimum duration of 15 days.
- The stays of the principal investigators (CSIC PI and foreign PI) 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 60% of the total stays of the foreign team for the two annuities.

2.5.3. In both modalities:

- Those teams with Ukrainian institutions participating in the project may apply for extra funding (maximum EUR 5,000.00 more per year), so that their stays at CSIC can take place for a period longer than 6 uninterrupted months within each financial year.

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

2.6. Eligible expenses and budget management

2.6.1. Transport, subsistence and accommodation costs

a) Trips of the CSIC team will occur exclusively between Spain and the participating countries. These grants will be governed by the terms and conditions of this call, applying in its amount the ROYAL DECREES 462/2002, of 24th 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 principal investigator 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 ICUs will be allowed in the event of meetings taking place in one of these ICUs.

Regarding transport costs, these must be managed by the ICU, considering 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 Spanish National Health System, if mandatory for entry into the country of destination.

Expenses derived from mandatory *medical insurance or travel assistance* for CSIC staff travelling to countries without reciprocity agreement shall be managed by the ICU. Costs of accident insurance and of civil liability insurance, if mandatory for the stay, shall be eligible too and its management corresponds to the ICU.

**b) Trips of the foreign team**, exclusively between the participating countries 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:

<table>
<thead>
<tr>
<th>Duration</th>
<th>Daily allowance in Euros (€)</th>
</tr>
</thead>
<tbody>
<tr>
<td>During the first 15 days</td>
<td>100,00</td>
</tr>
<tr>
<td>From day 16 to day 30</td>
<td>70,00</td>
</tr>
<tr>
<td>From the 31st day until the end of the stay</td>
<td>50,00</td>
</tr>
<tr>
<td>EXAMPLE: 15 days</td>
<td>1,500,00</td>
</tr>
<tr>
<td>EXAMPLE: 30 days</td>
<td>2,550,00</td>
</tr>
<tr>
<td>EXAMPLE: 45 days</td>
<td>3,300,00</td>
</tr>
<tr>
<td>EXAMPLE: 90 days</td>
<td>5,500,00</td>
</tr>
<tr>
<td>EXAMPLE: 180 days</td>
<td>10,050,00</td>
</tr>
</tbody>
</table>
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/her official residence, considering what is established for this concept in the RD 462/2002.

Concerning trips, transport may be contracted by the ICU, in which case it will be processed through the centralized contract (with exceptions\(^3\)), or by the interested party himself/herself, in which case it will be reimbursed after justification. 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, if mandatory for entry into the country of destination.

Expenses derived from mandatory medical insurance or travel assistance for the members of the foreign team who travel to countries without reciprocity agreement will be managed by the ICU. Costs of accident insurance and of civil liability insurance, if mandatory for the stay, shall be eligible too and its management corresponds to the ICU.

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 to 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)
  - Up to a maximum of EUR 1,500.00 per project, within the budget for “Other expenses”, may be destined to a coffee break/lunch.

\(^3\) Please note that, in the current centralized contract for the provision of Travel Agency services, transport originating abroad enjoys a direct exception.
• Registrations for congresses held in the country where you are enjoying the stay during the period of the visit. In this case, exceptionally, transport costs from the city of the stay to the place where the congress takes place may be eligible, too.

• Enrolment in official training courses, related to the scientific objective of the action by the foreign participating team, preferably organized by CSIC.

Expenditure in this category shall not exceed 40% of the total grant, either in modality A or B, for each of the two annuities.

2.7. Duration and execution of the action

2.7.1. Grants are expected to last 24 months, divided into two annuities of 12 months each. Proposals shall consider this same duration, although the continuation of the grant in the second year must be approved by the VRI in accordance with the provisions of section 2.7.3 of these terms.

2.7.2. For the execution of the expenses included in the grant, the processing deadlines established in the corresponding CSIC instructions for the closing of the financial year will be respected. In this sense, eligible expenses originated in the framework of the project must be charged before the closing of the financial year; otherwise, they shall be charged in the following annuity, if any, to the detriment of the amount allocated for that new annuity.

2.7.3. The VRI will authorize the full financial endowment for the first year after the publication of the Resolution during the last quarter of 2024 to the ICUs of the CSIC for its execution and control of the expenditure from their Managements. The allocation for the second annuity is subject to the approval of the intermediate reports. The unjustified lack of execution of the planned activities, or the incorrect use of the endowed funds, may result in the cancellation of the grant and the reimbursement of the credit.

2.7.4. All expenditure must be carried out in accordance with the proposed work plan and the corresponding budget for a maximum annual allocation of EUR 30,000.00 per grant (EUR 15,000.00 per annuity), EUR 40,000.00 in case of projects with Ukranian participants, and will be in accordance with the terms of the call. Any deviation shall be previously approved by the VRI.

2.7.5. No transfers from one annuity to another will be authorized, except in cases of justified illness or mobility restrictions affecting the participating countries. In any case, such exceptional transfers must be requested in writing to the VRI and must be expressly authorized.

3. PROCEDURES AND DEADLINE FOR SUBMITTING APPLICATIONS
3.1. The proposal and the required documents will be submitted in a single application by the CSIC principal investigator of the project, 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.

3.3. Applications that do not follow these norms will be immediately excluded and will not be considered for evaluation either in the 1st phase or in the 2nd phase. Furthermore, application pages exceeding the established page limit will not be considered in the evaluation.

3.4. Only the following standard call documents shall be used:

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

**A) Activities of the action** (maximum 3 pages):

- Summary of the proposal (objectives, scope of the study, international relevance, etc.).
- List of key words (both in Spanish and English).
- Thematic evaluation panel (see Annex 1 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-recipient 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-recipient countries.
- Composition of the consortium: most relevant aspects of the research experience of the principal investigator (and in modality B also of the CSIC team) and complementarity with the groups of participating ODA-recipient countries.

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

**C) CV of the CSIC principal investigator** highlighting the main achievements from 2020 to the present (maximum 2 pages).

**D) CV of each foreign principal investigator** highlighting major achievements from 2020 to the present (maximum 2 pages).

→ In the case of proposals under **MODALITY A**, the following documents shall 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.

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

3.6. The **deadline for submission of applications will be from June 3 to July 3, 2024**. The reception of applications will end at 24 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.

3.7. Once the period for submitting applications has ended, a list of those applications admitted for evaluation and excluded of it will be published on the CSIC intranet. **There will be no time period to rectify errors.**

3.8. 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 authorized.

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. Priority country for this call: 1 point
      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 4 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-recipient countries.
II. **Budget (maximum 3 points)**

- 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 1.b will be prioritized.

4.4. In the **second phase**, the proposals will be evaluated by the Valencian Agency of Evaluation and Foresight (AVAP) 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, published on the CSIC’s Intranet, along the second semester of 2024, 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 (intermediate and final) whose standardized template will be sent from the VRI.

The intermediate report will be sent before 15th December 2025, and the final report before 31st January 2026.

Each justification report shall include the following documents:

- **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 in electronic format to the e-mail address i-coop@csic.es.

6.2. Principal investigators of the participating teams might be required to present these results in a public act before a committee of experts.

6.3. Any reference to the project in any dissemination media covered by these grants must include the phrase FINANCED BY CSIC I-COOP 2024 CALL, in addition to the logo of the call.

7. PENALTY REGIME

The lack of adequacy in the use of the grants, the non-compliance with the rules for the execution of the expense and payment, the lack of execution of the budget granted, the lack of compliance with the scientific-technical objectives of the project, and also the lack of compliance with the mandatory publicity of the grant, may be subject to sanctions by the VRI. These sanctions could include the ineligibility of the CSIC principal investigator 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:

Inquiries about the i-COOP call can be sent to the following e-mail address: i-coop@csic.es

Madrid, 31st May, 2023

CSIC President

Eloisa del Pino Matute
ANNEX I: THEMATIC EVALUATION AREAS AND SUBAREAS OF VALENCIAN AGENCY OF EVALUATION AND FORESIGHT (AVAP)

Area 1. CSO / Social Sciences
- COM / Communication
- CPO / Political Sciences
- FEM / Feminist, Women and Gender Studies
- GEO / Geography
- SOC / Sociology and Social Anthropology

Area 2. DER / Law

Area 3. ECO / Economy
- EMA / Economics, methods and applications
- EYF / Business and y finance

Area 4. MLP / Mind, language, and thought
- FIL / Philosophy
- LYL / Linguistics and languages

Area 5. FLA / Culture: Philology, literature, and art
- ART / Art, fine arts, museum
- LFL / Literature, philology, ancient languages and cultures and cultural studies

Area 6. PHA / Studies of the past: history and archeology
- ARQ / Archeology
- HIS / History

Area 7. EDU / Education sciences

Area 8. PSI / Psychology

Area 9. MTM / Mathematic sciences

Area 10. FIS / Physical sciences
- AYA / Astronomy y astrophysics
- ESP / Space research
- FPN / Particle and nuclear physics
- FAB / Applied Physics and Biophysics
- FCM / Quantum and Matter Physics
Area 11. PIN / **Industrial production, civil engineering and engineering for society**
- ICA / Civil engineering and architecture
- IBI / Biomedical engineering
- IEA / Electrical, electronic and automatic engineering
- INA / Mechanical, naval and aeronautical engineering

Area 12. TIC / **Information and communication technologies**
- INF / Computer science and information technology
- MNF / Microelectronics, nanotechnology and photonics
- TCO / Communication technologies

Area 13. EYT / **Energy and transport**
- ENE / Energy
- TRA / Transport

Area 14. CTQ / **Chemical sciences and technologies**
- IQM / Chemical engineering
- QMC / Chemistry

Area 15. MAT / **Material sciences and technologies**
- MBM / Materials for biomedicine
- MEN / Materials for energy and the environment
- MES / Structural materials
- MFU / Materials with Electrical, Magnetic, Optical or Thermal Functionality

Area 16. CTM / **Environmental sciences and technologies**
- BDV / Biodiversity
- CTA / Earth and water sciences
- CYA / Climate and atmosphere
- MAR / Marine science and technologies
- POL / Polar research
- TMA / Environmental technologies

Area 17. CAA / **Agrarian and agri-food technologies**
- ALI / Food science and technology
- AYF / Agriculture and forestry
- GYA / Livestock and aquaculture

Area 18. BIO / **Biosciences and biotechnologies**
- BIF / Integrative biology and physiology
- BMC / Molecular and cellular biology
• BTC / Biotechnology

Area 19. BME / **Biomedicine**
• CAN / Cancer
• ESN / Diseases of the nervous system
• DPT / Diagnostic, prognostic and therapeutic tools
• FOS / Pathophysiology of organs and systems
• IIT / Immunity, infection and immunotherapy