CALL OF THE PRESIDENCY OF THE STATE AGENCY SPANISH NATIONAL RESEARCH COUNCIL (CSIC) BY WHICH CSIC OPENS THE PROGRAMME i-COOP 2022 FOR SCIENTIFIC COOPERATION AND DEVELOPMENT:

“i-COOP CALL 2022”

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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 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): :
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 28 grants for a maximum amount of EUR 24 000 each, valid from its granting until the end of the 2023 financial year.

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

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 researcher 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 principal investigator (foreign PI).

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.

2.3. CSIC Participating Team Requirements

2.3.1. The CSIC Participating Team will be formed:

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

- In MODALIDAD B: the PI 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 Principal Investigator (PI) must be a CSIC researcher and his/her statutory or employment status shall comply with the Instructions set out in the Personnel Management Manual¹ 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 PI or as a member of the team.

¹ [https://intranet.csic.es/legislacion/-/contenido/98764566-6496-4c34-9cbe-9a203d9880a4](https://intranet.csic.es/legislacion/-/contenido/98764566-6496-4c34-9cbe-9a203d9880a4)
2.3.4. The PI and the rest of the members must be staff or have a contract compatible with participation in cooperation networks. Personnel from Joint Centres and Associated Units may participate as team members.

2.3.5. The principal investigator and the other members of the CSIC research team must maintain their employment relationship with the CSIC for the duration of the action. 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. Likewise, the exception will apply when the principal investigator is the beneficiary of a Ramón y Cajal or COMFUTURO contract.

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 PI, which will be processed via e-mail to the institutional address of the call at least one month in advance if the researcher to whom the registration was made will take part in some action of the project 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 Principal Investigator (foreign PI) and a researcher in training. The PI 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.

2.4.2. In MODALITY B:

- The foreign team will be formed by a Principal Investigator (foreign IP), 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:

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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.
• 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 PIs, both CSIC PIs and foreign PIs, 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 6,000 plus 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 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.

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 researchers travelling to countries without reciprocity agreement will be processed from application 162.05.202 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:

<table>
<thead>
<tr>
<th>Cost in Euros (€)</th>
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<tbody>
<tr>
<td>During the first 15 days</td>
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<tr>
<td>From day 16 to day 30</td>
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<tr>
<td>From the 31st day until the end of the stay</td>
</tr>
<tr>
<td>EXAMPLE: 15 days</td>
</tr>
<tr>
<td>EXAMPLE: 30 days</td>
</tr>
<tr>
<td>EXAMPLE: 45 days</td>
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<tr>
<td>EXAMPLE: 90 days</td>
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<tr>
<td>EXAMPLE: 180 days</td>
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</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 official residence, considering what is established for this concept in the RD 462/2002.

As far as journeys is concerned, transport may be contracted through the management of the ICU, in which case it will be processed through the centralised contract (except for exceptions\(^3\)), 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

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

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 2023 and 2024 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 2023 and 2024
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.

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 PI 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.

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).

- 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 PI (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 PI of the CSIC 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).

→ In the case of proposals under MODALITY A, the following documentation will 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 PI CSIC 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 IPs 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 be submitted.

E) CV of the foreign research team member, highlighting major achievements from 2018 to present (maximum 2 pages).

F) 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 main researcher 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 2022 to June 30th 2022. 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.

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

   i. Adaptation of the project to the strategy of the CSIC in scientific cooperation (up to 15 points).

   i. Geographical priority (maximum 5 points, non-accumulative points in ii, iii and iv, the most favorable option for the consortium shall always be taken into account)

   ii. 1 Priority country for this call: 2 points

   iii. ODA countries considered “Least Developed Countries”: up to 3 points per proposal depending on the number and relevance of participating institutions.

   iv. ODA countries considered “Lower Middle Income Countries”: up to 2 points per proposal depending on the number and relevance of participating institutions.
v. ODA countries considered “Upper Middle Income Countries”: 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 (maximum 4 points).

c. Action strategy (up to 5 points).

i. MODALITY A: co-direction of the thesis by the CSIC PI.

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 1 point).

4.3. Only the 45 best-rated proposals will go on to the second phase of evaluation. 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 technical evaluation committee designated for this purpose. The evaluation criteria will be the following:

- Implementation (up to 10 points).

The feasibility of the activities, the chronogram and the budget will be evaluated.

- Impact for the foreign institution and its country (up to 10 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. Social and economic impact of the project on participants.

3. Adequacy and complementarity of CSIC teams with teams from foreign countries for the execution of the project.

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 principal investigators of the proposals.

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 2023, and the final report before 31 January 2025.

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 principal investigators 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 PI 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, 2022

CSIC President

Rosa Menéndez