

MARTÍ FRANQUÈS COFUND PROGRAMME (MFP-COFUND)

Call for candidates for predoctoral fellowships

(PIPF – Personal Investigador Predoctoral en formació)

CONDITIONS OF THE COMPETITION

1. Background

The [Martí Franquès Programme](#) was born in 2012 as a natural evolution of the doctoral fellowships programme offered for the last decade by the Departments of the Universitat Rovira i Virgili (URV). It was designed to attract the most talented doctoral candidates to work on excellent research projects, in any of the 5 knowledge disciplines (Arts and Humanities, Legal and Social Sciences, Engineering and Architecture, Sciences, Health Sciences). The Martí Franquès Programme has also unified administrative procedures, enhanced working conditions and concentrated several financial funds. For 2016, the URV goes a step forward, and proposes a revamped fellowships programme (MFP-COFUND) for 25 fellowships that aligns the existing fellowship programme to the European Charter for Researchers and Code of Conduct for Recruitment (C&C), and provide enhanced employment and working conditions to the best doctoral candidates from all over the world. The MFP-COFUND will reinforce a selection process that is transparent, open, merit-based, impartial, equitable and internationally advertised for all its positions, and commits to provide equal opportunities for all candidates, including candidates with disabilities. The fellows will be enrolled in one of the URV's official doctoral programmes, and will be hosted by our best research groups, who will provide state-of-the-art facilities, and the most innovative training programme, which mandates a secondment to an international institution, to complement their research and transferrable skills training. The MFP-COFUND is formally backed by 33 partner organizations (4 industrial partners, 1 bank, 1 foundation and 27 international academic organizations), 2 of them co-funding the programme.

2. Regulations

- Organic Law 6/2001, of 21 December, regarding universities, modified by Organic Law 4/2007, 12 April (BOE 13/04/2007 - Official Spanish State Gazette).
- Law 1/2003, of 19 February, regarding the Universities of Catalonia.
- Decree 202/2003, of 26 August, which approved the Statute of the Rovira i Virgili University, modified by Government agreement GOV/23/2012.
- Law 14/2011, of 1 June, on Science, Technology and Innovation.
- Royal Decree 99/2011, of 28 January, which regulates official doctoral courses, modified by Royal Decree 534/2013, of 12 July, by Royal Decree 43/2015, of 2 February, and by Royal Decree 195/2016, of 13 May.
- Academic and Matriculation Regulations of the Doctoral Programme for the corresponding academic year.
- Trainee Predoctoral Research Staff Programme, approved by the Governing Council on 10 July 2012.



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- Royal Decree 195/2016, of 13 May, establishing the requirements for the issue of European Diploma Supplement of the doctoral diploma.

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3. Scope

To attract the most talented doctoral candidates to work on groundbreaking research projects. Thanks to funding from the EC's COFUND action, the URV will reinforce the development and broadening of the research competencies of early-stage researchers, with training following the [EU Principles on Innovative Doctoral Training](#), with special emphasis on personal development through training in a wide set of transferrable skills, along with specific training in research skills.

4. Objective

The objective of this programme is to foster excellence in researchers' training, mobility and career development, and spreading the best practices of Marie Skłodowska-Curie actions, culminating with the obtention of a PhD award from the Universitat Rovira i Virgili.

5. Conditions

5.1. List of contracts

The competition is open for up to 25 predoctoral contracts, related to the annex attached to these conditions as part of the MFP-COFUND. Moreover, 1 predoctoral contract is reserved for candidates with disability.

5.2. Characteristics of the contracts

The candidates will be offered a trainee predoctoral researcher contract, as required by Law 14/2011, of June 1st. Trainee predoctoral researchers will have full-time research and teaching duties. Their main obligation will be to complete a doctoral thesis at the URV within one of its doctoral programmes. As part of the training programme, the corresponding Departmental Council may assign the trainee predoctoral researchers to collaborate in teaching activities for up to 60 hours a year. Moreover, as part of his/her training programme, a 3-months stay in an European Centre is mandatory.

5.3. Requisites

5.3.1. General requisites

Candidates must:



- **Be early stage researchers (ESR):** at the date of their recruitment, be in the first 4 years (full time equivalent research experience¹) of their research careers and have not been awarded a doctoral degree.
- **Comply with the mobility rule:** Researchers may not have resided or carried out their main activity (work, studies, etc.) in Spain for more than 12 months in the 3 years immediately before the reference date, the date where the candidates will be informed of the Selection Committee decision (July 31st, 2017).
- Be aged between 18 and the retirement age
- Not have any illness that prevents them from carrying out their corresponding functions in a normal manner
- Not have left the service of any of the public administrations for disciplinary reasons, or be forbidden from carrying out public functions
- Not be disqualified in any of the ways listed in Law 53/1984, of December 26th, regarding the disqualification of personnel from the public administration

5.3.2. Specific requisites

All candidates must be eligible to enroll in a doctoral programme at URV. The specific access conditions are found at the following link: http://www.doctor.urv.cat/futurs-estudiants/acces/en_titulacio_acces/

Please note that these conditions can be changed at any time. To ensure you are aware of the most updated conditions, please visit the above mentioned page.

Admission to the doctoral programme² must be accredited when formalizing the contract with the URV.

The selected candidates must start the enrollment process within three months from the date on which the selection process is concluded, and must complete their enrolment onto a doctoral programme and present the corresponding document to the Human Resources Service during the first trimester of the grant. In exceptional cases, for which candidates can show due justification, this period may be extended to 1st of March 2018.

If the candidate does not register, s/he will be stripped of the contract and will have to return any of the money that s/he may have received. Should this happen, the next candidate on the corresponding candidates' list will be proposed for the contract.

If, during the selection process, the selection committee believes there is sufficient reason, it may request any of the candidates to prove that they fulfil all or some of the requirements for participation in the selection process.

5.4. Duration

The contracts will have an initial duration of 12 months and may be extended twice for another 12 months, up to a total period of 36 months, provided that the candidate has received a favorable activity report (DAD + PlaInv), based

¹ 'Full-time equivalent research experience' is measured from the date when the researcher obtained the degree entitling him/her to embark on a doctorate (either in the country in which the degree was obtained or in the country in which the researcher is recruited or seconded) – even if a doctorate was never started or envisaged

² In accordance with the Academic and Matriculation Regulations of the Doctoral Programme, candidates must first complete the pre-registration process in order to be admitted into the doctoral programme within the periods established by the University for this purpose



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on the evaluation of the academic committee of the respective doctoral programme. **The contract cannot be renewed over the 36 months maximum period.**

The contracts may be rescinded at any time on agreement by the Departmental Council and by Resolution of the Rector once they have received the necessary report from the department recommending such a course of action.

If, during the period of the contract, the candidate defends his/her thesis, s/he may not continue the contract and it will be terminated on last day of the month in which the predoctoral researcher defends their thesis.

5.5. Amounts

The money provided by the programme will be used to pay:

1. **Gross salary:** the gross monthly payment of the contracts during the first year is 2.203 € in 12 pay slips.
2. **All the registration and thesis supervision fees**
3. Up to 6000 € per year for research costs associated with the research project, managed by the researcher in charge of the project

5.6. Documentation to be provided by the candidate

Individuals who meet the necessary requirements to apply for one of these contracts must submit an online application, which will include the following:

1. Application form completed online
2. Scanned copy of identity card, resident's card or passport currently in force
3. Curriculum Vitae
4. Scanned copy of the degree certificate of the qualification equivalent to a bachelor's degree that was the entrance qualification for the master's degree
5. Scanned copy of the certificate of the official academic qualification or proof of payment of the fees for the issuance of the certificate that allows the holder to access the doctoral studies. Students who are registered on an official university master's course that allows them to access the doctoral programme during the 2016/2017 academic year must present a scanned copy of their master's course registration form.
6. Scanned copy of academic transcript of the qualification equivalent to a bachelor's degree
7. Scanned copy of academic transcript of the master's degree. Candidates who have not completed their master's degrees must send their provisional academic transcript
8. Description of the master's degree project
9. Two scanned reference letters
10. A motivation letter, explaining how the candidate is suited for the position s/he applies for

All documentation must be presented within the application webpage in the manner indicated above and within the period established in the following subsection.



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Under no circumstances will any qualification or merit that has not been accredited in the manner stipulated in these conditions be taken into account.

5.7. Presentation of applications

Individuals who wish to participate in this competition and meet the requirements must present the corresponding application form found on the MF COFUND webpage. All submissions will be done online. Please note that all the original documentation indicated above will have to be presented in person at the time of enrollment in the PhD programme and at the signing of the contract.

Deadline for applications: April 15, 2017.

5.8. Evaluation stage (external to URV)

All evaluations of the submitted applications will be done by external evaluation committees (EECs), belonging to an external evaluation agency. These EECs will be formed by 3 evaluators per submitted application, and will rate the applications based on the following criteria:

1. Academic profile – 40 %
2. Other merits (including professional experience) – 30 %
3. Reference letters – 10 %
4. Motivation letter – 20 %

The evaluation committees will generate an ordered list of candidates, and an evaluation summary report for each application. The list will be used by the Selection Committees (see next point), to make the final decision. It is important to remark that the evaluation committees have an advisement role, not a decision role.

5.9. Final selection

The Departmental Councils will form the Selection Committees (SCs) that have to evaluate the best candidates with applications submitted for each contract. These committees will have three full members and three substitute members belonging to the department's permanent teaching and research staff and who meet the URV's requirements to supervise doctoral theses.

Applications for contracts that are governed by agreements between the URV and other institutions will be evaluated by the committees stipulated in the respective agreements.

For the top candidates for each position, the SCs will interview candidates in person, either on-site, or remotely. Following the interviews, each committee will assign the contract in accordance with the following criteria:

1. Evaluation report from the external experts – 50 %
2. Scoring at personal interviews – 50 %

After examining the proposal assignment of contracts, the Rector of the URV will pass a resolution in which he will name a candidate for each contract in the order proposed by the Departmental Council or Selection Committees until all the contracts in the competition have been awarded.



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Any appeal against the awarding of the contracts must be addressed to the rector of the URV and presented to the General Registry or other official locations within one month of the publication of the award.

5.10. Contracting

From the day after the selection committee publishes its list of proposed candidates, these candidates are free to present the relevant documentation to the Human Resources Service within the established period so that they can sign the corresponding contract. Candidates who fail to present this document within the established period will be regarded as having renounced the offer of a contract.

If a candidate renounces his/her appointment or if the contract is unsigned, the rector will appoint the next candidate on the list.

The type of contract will be a fixed term, full time Predoctoral Contract (Trainee Predoctoral Research Staff). Successful candidates will be registered with the general regime of the social security system.

5.11. Renunciations and substitutions

If the beneficiary wishes to renounce the contract, he/she must communicate this in writing to the Human Resources Service, giving at least 15 days' notice. This communication must state that the student has voluntarily renounced the contract and give the date from which he/she wishes to withdraw from it.

A trainee predoctoral researcher may be substituted if this is requested by the researcher's department in cases where the department finances the research position with its own funds, by the evaluation committee for positions generated by contracts funded by R+D+I contracts, or by monitoring committees for positions created by agreements between the URV and other entities. A request to substitute a trainee predoctoral researcher may be made in the following cases:

- Renunciation
- non-renewal
- early cessation

If an applicant relinquishes or resigns from a contract before time, and if there is a waiting list, the rector will appoint the next candidate on the waiting list as the applicant's replacement.

5.12. Incompatibility

These contracts are incompatible with any other grant or contract, with payments that imply a contractual link of a similar nature, or with activities that may prevent the individual from dedicating him/herself exclusively to the work that is the object of the contract in the opinion of the Human Resources Committee delegated by the Governing Council of the URV.

5.13. Others



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The awarding of a doctoral contract does not imply any type of commitment on the part of the awarding department regarding the subsequent employment of the trainee predoctoral researcher.

In accordance with the Regulations regarding the Industrial and Intellectual Property of the URV that were approved by the Governing Council on 30 April 2009, the intellectual ownership of a literary, artistic or scientific work belongs to the author for having created it, although the exploitation rights will have first been transferred to the university unless there is an agreement to the contrary.

Any publication or other results that result from the contract must cite the funding entity or entities in the appropriate section and the reference number assigned to the funding.

5.14. Complaints

Any interested party may lodge an administrative appeal against this competition and its conditions at the Administrative Court in Tarragona within two months, counting from the day after notification is received. An appeal for reversal can also be made to the Rector of the URV prior to the administrative appeal and within one month of the day after notification is received.

Likewise, interested parties can appeal to the rector of the URV against the actions of the committee within one month of having been informed of this decision. This appeal will be understood to have been rejected if the university administration publishes no resolution regarding the appeal within three months after it has been lodged. The opportunity to lodge an administrative appeal at the Administrative Court of Tarragona will expire six months from the day after the appeal lodged with the Rector has been rejected. If a resolution is published regarding the appeal lodged with the Rector, the interested party will have two months starting from the day after they have been notified of this to lodge an administrative appeal.

Likewise, interested parties may lodge any other appeal they deem necessary to defend their interests.

Tarragona, December 22, 2016