

## **IREP Predoctoral fellowships**

### **Call 2023 - 11th Edition**

The *Biomedical Research Institute of Lleida - Fundació Dr. Pifarré* (IRBLleida) opens the eleventh call for fellowships for Research Staff in Training. This call is financed with funds from the Diputació de Lleida and IRBLleida. The following categories of fellowships are offered within this call:

1. **Modality A. Post-residency research fellowships:** Fellowship for the incorporation to IRBLleida of professionals with specialized health care training to develop or participate in a health research project (new or already started) within the framework of a research group affiliated to IRBLleida. The objective of this fellowship is to introduce health professionals from the Lleida Health Region with a specialization in the field of research.
2. **Modality D. Fellowships to support the completion of doctoral thesis:** Fellowships for PhD students, directed by research staff affiliated to IRBLleida, who are enrolled in any PhD program in the field of biomedicine at a Spanish university. Candidates with a 3-year pre-doctoral fellowship obtained in the 2020 calls for UdL pre-doctoral staff in training (own and Santander program), fellowship for the recruitment of new research staff (FI- SDUR) 2020 and (FI) 2021 of the AGAUR, industrial doctorate (AGAUR) or Marie Curie pre-doctoral call 2020 (ITN or doctoral Networks). The objective of this fellowship is that any pre-doctoral researcher who, in competitive competition, has obtained a 36-month pre-doctoral fellowship (this does not include fellowships whose duration has been reduced due to previous fellowships for the same purpose), can request a contract of a maximum of 12 months in the IRBLleida (to start once the available fellowship has been exhausted), in order to be able to finish their doctoral thesis.
3. **Modality E. Fellowships for initiation to research.** Fellowships for research staff who have completed a degree or master's degree that give access to a doctoral program in the field of biomedicine at a Spanish university, and who are accepted in a research group affiliated to IRBLleida. The objective of this fellowship is to attract or retain candidates who want to develop a PhD so that they can apply for competitive scholarships with the receiving group of IRBLleida for the duration of this fellowship.

## **Modality A. Post-residency research fellowships**

### **1. Characteristics and requirements**

Fellowships are offered for part-time dedication to research. The maximum amount allocated to this modality of fellowship is €20,000/year for all the beneficiaries.

Those professionals who have completed the specialized training period (MIR, EIR, PIR, FIR, BIR and QIR) between the years 2021 and 2023 (until 31st December) and who have at least one healthcare contract in any health centre of the Catalan Health Institute (ICS) of the Lleida Health Region or Health Services Management (GSS). The beneficiaries of this fellowship modality will carry out the research that is the object of the fellowship at IRBLleida by formalizing the corresponding employment contract with IRBLleida, and prior authorization of compatibility by the ICS or GSS. The fellowship will be used to cover the remuneration of the beneficiary. Professional public health personnel who provide services in Catalonia fall within the scope of application of the regulations on incompatibilities, which is inspired by the principle of the dedication of personnel to the service of public administrations in a single workplace. This regulation establishes a maximum limit of the sum of the working days of the activities that want to be made compatible. The sum of the days of public activities (main and secondary) susceptible to compatibility may not exceed, in any case, 67 hours and 30 minutes per week. This limit will be the result of the sum of the ordinary work day of the Administration, set at 37 hours and 30 minutes in weekly computation, and the workday of secondary public research activity, which may not exceed 30 hours per week. Personnel interested in developing another job or activity in the field of health research must expressly and previously request the appropriate request for compatibility in accordance with Law 21/1987, 26 of November, on incompatibilities of personnel to the service of the Administration of the Generalitat.

Helps have a duration of one year. The beneficiary's remuneration is €20,000/year corresponding to a full-time weekly dedication of 37 hours and 30 minutes. This amount will be reduced proportionally to the reduction in the effective working day of the person hired. The perception of the fellowship is incompatible with other fellowships/research contracts.

The beneficiaries must request the accounting from the ICS and/or GSS, as the case may be, and submit it to the IRBLleida Projects Department, personally or through the address: [rrhh@irbllleida.cat](mailto:rrhh@irbllleida.cat), before joining IRBLleida.

The research work to be carried out by the candidates must be framed within a current research project or one that begins with the incorporation of the candidate to IRBLleida and will be carried out under the direction of a researcher affiliated to IRBLleida (hereinafter, the "Scientific Tutor"). The estimated duration of the research work assigned to each candidate will be one year. The application must indicate the objective of the project where the research work is included, the specific tasks to be carried out by the candidate in their context, the schedule in months corresponding to these tasks, and any other information that is considered relevant or useful for the evaluation. Only one application per project **will be accepted, if more than one application is received for the same project, both/all of them will be excluded.**

## 2. Rights and laws

- ❖ **The beneficiaries, if they are not affiliated to IRBLleida, will have to apply for their affiliation to IRBLleida at the time of formalizing their contract with IRBLleida as beneficiaries of the fellowship.**
- ❖ The scientific tutors will have to notify the IRBLleida Projects Department, through the address: [projects@irblleida.cat](mailto:projects@irblleida.cat), any communication or dissemination of the results of the research project that is the object of the fellowship, whether oral or written, in the form of an article, poster, clinical practice guide, etc., national or international, before it occurs, so that it **can ensure adequate protection of intellectual or industrial property, if applicable.**
- ❖ The scientific tutors follow the recommendations for correctly identifying the scientific production of IRBLleida.
- ❖ In any communication and/or publication resulting from the research work carried out by the beneficiaries, the support of the Lleida Provincial Council and IRBLleida, as well as their institutional logos in the current model, must be recorded as thanks.
- ❖ Within a maximum period of one month after the end of the fellowship, the scientific tutors will have to submit to the IRBLleida project unit, via e-mail [projects@irblleida.cat](mailto:projects@irblleida.cat), a final report with the scientific objectives achieved that are the result of the research work of the beneficiary during the period in which you have enjoyed the fellowship, as well as the list of publications and communications to which these results have given rise, including those that are in the process of being published and those that are pending publication.

### 3. Documentation to present

To formalize their application, the candidates will have to submit the following documentation, using the standard forms that are available on the IRBLleida website, in the research section - intramural calls:

- ❖ Application form duly completed and signed.
- ❖ CV of the candidate, with the model of CVN of the FECYT.
- ❖ Document accrediting positive evaluation of the residency by the Teaching Commission. If the completion of the specialized training is after the deadline for submitting the applications, this supporting document must be submitted before the start of the fellowship.
- ❖ Document accrediting the stay (or stays) carried out by the candidate in national or international centers, excluding those in the province of Lleida. This document must state the start and end date of the stay, the purpose of the stay, the tasks performed and the place where the stay was carried out. This document must be signed by the person in charge of the center or service where the stay took place.
- ❖ Report on the research work to be developed by the candidate, according to the standard model available on the IRBLleida website.
- ❖ A summary of the scientific background of the research group to which the candidate would be linked, including the most relevant publications of the Scientific Tutor of the candidate corresponding to the last 5 calendar years (with a publication date between 2018 and 2023), with a maximum of 10, and their grants financed in competitive calls for tenders (Grants based on a procedure in which the applications submitted are compared according to the evaluation criteria previously established in the regulatory bases and in the call for the subsidy (article 22.1 General Law of Subsidies) during the last 5 years. This summary of the scientific background will be presented in the standard model of this call available on the IRBLleida website and must include all the information requested in it. This period will be extended in cases of sick leave due to maternity or paternity, adoption, or guardianship for the purpose of adoption or foster care enjoyed in accordance with the protected situations that are included in the General Social Security Regime. An extension in weeks will be applied equal to the number of weeks of leave enjoyed by each child.

- In case of maternity, by default, this period will be extended by a minimum of 6 months.
  - In case of temporary disability due to serious illness or accident of the applicant, with medical leave equal to or greater than three months, an extension equal to the time of leave will be applied.
  - In case of temporary disability during pregnancy for reasons related to it, an extension in weeks equal to the time of leave will be applied.
  - In case of care for people in a situation of dependency, in accordance with the provisions of Law 39/2006, of 14 December, on the Promotion of Personal Autonomy and Care for people in a situation of dependency, an extension will be applied in weeks resulting from the product of 4 times the number of weeks of activity as a non-professional caregiver if these have occurred between 1<sup>st</sup> January, 2018 and the date of completion of the submission of applications.
- ❖ Document accrediting maternity/paternity leave to benefit from the extension of the maternity/paternity term for these concepts.
  - ❖ Letter of support from the Scientific Tutor who will direct the research project.
  - ❖ Letter of Approval from the head of service and the manager of the health center(s) in which the candidate is hired for health care activities, where the duration of the contract with the contracting entity and the working day (total weekly hours and hourly distribution) are stated.

#### **4. Place and deadlines for presentation, evaluation, and resolution**

The required documentation must be submitted through the link provided for this purpose on the IRBLleida website in the intramural calls section (<https://www.irbllleida.org/ca/convocatories-intramurals/>)

The scheduled dates for each of the stages are:

Submission of applications **from 25 May to 16 June 2023 15h**

Provisional resolution **27 June 2023**

Allegations, up to **29 June 2023 15h**

Final resolution **30 June 2023**

#### **5. Commencement of action, compatibilities, and incompatibilities**

The fellowship will begin to be collected after the formalization of the corresponding employment contract of the selected candidates with the IRBLleida. The expected start date of the contracts is from **1<sup>st</sup> July 2023** and no later than **1<sup>st</sup> January 2024**.

## 6. Evaluation

Applications will be evaluated by the IRBLleida Internal Scientific Evaluation Commission (CIAC). The IRBLleida Projects Unit will verify if the candidates meet the requirements of the call in this modality and will send the list of candidates who meet these requirements to the CIAC. If the number of applications that meet the requirements of this modality is greater than the number of fellowships available, considering the €20,000 maximum global amount for this modality of the fellowship, the applications will be evaluated by each member of the IRBLleida CIAC, which will issue a reasoned report with the corresponding score for each of the candidates based on the evaluation criteria for this modality present on the IRBLleida website.

The CIAC will prepare a prioritization of the candidacies that it will submit to the management of IRBLleida (or whoever it designates), accompanied by the evaluation reports of all the candidates for their approval. In this prioritization, the candidates who have been selected and those who remain in reserve will be indicated. The director of IRBLleida (or whomever he designates) will issue a provisional resolution with the candidates selected by this modality plus a prioritized list of reserve candidates.

### Valuation scale

- Merits of the candidate.....30%
- Workgroup.....40%
- Project .....20%
- Alignment of the line of work, project impact and results potentially susceptible to technology transfer.....10%

They will be prioritized and the fellowship will be granted as first option to those candidates who are **admitted to any doctoral program in the field of biomedicine at a Spanish university.**

Based on the final score obtained, an extra point will be awarded for each active project of the group that hosts the beneficiary that is inserted in a line of research that has its own resources and/or projects financed in competitive competition (according to the definition above), especially in calls such as MaratóTV3, ISCIII, MICINN and/or PERIS granted to IRBLleida.

## **7. Resolution, acceptance and/or waiver**

Within a period of one month from the publication of the final resolution, the selected people will have to sign a document accepting the fellowship. This document will contain the expected start date. If the selected person does not sign the acceptance document within this period, it will be understood that they renounce the fellowship. In special cases, the IRBLleida Management may authorize variations in the date of incorporation, provided that the beneficiary has requested it in writing and the reasons have been positively assessed by the CIAC.

In the case of the beneficiary renounces the fellowship after acceptance, they must notify it in writing by means of a letter of resignation that can be submitted electronically at the address [projects@irblleida.cat](mailto:projects@irblleida.cat) or in person at the IRBLleida Projects Department, with the corresponding entry record.

If the position is not filled, that there are resignations, or that resources are released due to part-time dedication, and that there are no candidates on the prioritized reserve list to fill the possible vacancies, the Management of the IRBLleida may invest unused resources in new actions that are strategic for the institution.

## **8. Justification and follow-up**

All respecting the duty to inform the IRBLleida Projects Department of the willingness to communicate and/or disseminate results throughout the execution of the action, within a maximum period of one month after the end of the fellowship must be submitted to the Department of IRBLleida Projects, in person or email to [projects@irblleida.cat](mailto:projects@irblleida.cat) , a report with the scientific objectives achieved, as well as the list of publications and communications to which the results have given rise, those that are in the process of publication, and those pending publication.

## **9. Commitments**

Participation in this call implies full acceptance of the bases, both by the candidates and by the Scientific Tutors. Failure to comply with the duties or conditions established in the call for the fellowship entails the loss of beneficiary status. If the cause of non-compliance is attributable to the Scientific Tutor, the latter will not be able to present candidates for the IRBLleida call for Fellowships for Research Personnel in Training in any of its modalities during the following two years.

## **Modality D. Fellowships to support the completion of doctoral thesis**

### **1. Characteristics and Requirements**

Up to 9 fellowships are offered. Candidates with a 3-year pre-doctoral fellowships obtained in the calls for pre-doctoral personnel in UdL training in 2020 (own and Santander program), of the fellowship for the recruitment of new research personnel (FI-SDUR) may opt for these fellowships. 2020 and (FI) 2021 of the AGAUR, industrial doctorate (AGAUR) or Marie Curie pre-doctoral call 2020 (ITN or doctoral Networks).

These fellowships are for full-time dedication and are incompatible with any other work activity.

The work to be carried out by the beneficiaries during the fellowship will be framed within their thesis project, which must be directed by a researcher affiliated to IRBLleida.

The pre-doctoral contract enjoyed by the candidate must end between March 31, 2023, and April 1, 2024. This fellowship will begin to be received immediately after the end of the fellowship/pre-doctoral contract and the right to receive it will expire with the defence of the thesis or, on the last day of the month in which it takes place, but, in any case, the maximum duration of the fellowship will be one year. The thesis must be deposited during this period. Contracts cannot be extended any longer beyond December 31, 2024. Therefore, any contract with a start date after January 1, 2024, will only be able to enjoy the proportional part of financing from the contract end date until December 31, 2024. Each fellowship will consist of an amount of €20,000 each year destined to cover the remuneration of the beneficiary.

In this type of fellowship, a thesis director may only present one candidate. In the case of co-supervised theses, one of the directors is the one who will sign this fellowship, and the other may present another candidate for this modality of fellowship (in case he/she is also a director). of thesis).

### **2. Rights and Duties**

- ❖ The beneficiaries, if they are not affiliated to IRBLleida, will have to request their affiliation at the time of formalizing their contract with IRBLleida as beneficiary of the fellowship.
- ❖ The thesis directors will have to notify the Department of Innovation of IRBLleida, through the address: [innovacio@irbllleida.cat](mailto:innovacio@irbllleida.cat), any communication or dissemination of the results of the research projects that are the object of the



fellowship, whether oral or written, in the form of an article, poster, clinical practice guide, etc., national or international, before it occurs , so that it **can guarantee adequate protection of intellectual and/or industrial property, in your case.**

- ❖ The thesis directors undertake to follow the recommendations for the correct identification of the scientific production of IRBLleida.
- ❖ In any communication and/or publication resulting from the research work carried out within the framework of this fellowship, it must be stated that it has received funding from the Lleida Provincial Council through the "Fellowship to Research Staff in Training" (eg: XXXXX held predoctoral fellowship "Ayudas al Personal Investigador en Formación" from IRBLleida/Diputació de Lleida). The thesis director must express her/his commitment to these requirements by signing the Fellowship application. Failure to comply with any of these obligations, after a first notice to the main researcher not attended, will disqualify the researchers directed by said thesis director to appear for the next five calls for Fellowships for Research Staff in Training.
- ❖ Within a maximum period of one month after the end of the fellowship, the thesis directors will have to submit to the Projects Department the
- ❖ IRBLleida, via email to the address [projects@irblleida.cat](mailto:projects@irblleida.cat) , a final report with the scientific objectives achieved that are the result of the research work of the beneficiaries during the period in which they have received the fellowship, as well as the list of publications and communications to which these results have given rise, including those that are in the process of being published and those that are pending publication. In this memory, it will also be necessary to record the thesis deposit receipt and a manuscript of the article in which the beneficiary is listed as the first author or corresponding author.
- ❖ During the final two months of the fellowship, the beneficiary will have to give a seminar in the "Friday Seminars" organized by IRBLleida. The announcement and proof of this seminar must be affiliated to the final report.
- ❖ During the duration of the fellowship, the beneficiaries of this modality D will have to meet the same requirements for attendance at the IRBLleida research seminars that the rest of the students of the UdL Health Doctorate program meet.

### **3. Documentation to present**

The application must include a summary of the thesis project, the specific tasks to be carried out by the candidate throughout the duration of the fellowship, the schedule in months corresponding to these tasks, the commitment of the director of the thesis with

the requirements for writing an article within the established period, and any other information that is considered relevant or useful for the evaluation.

To formalize their application, the candidates will have to submit the standard forms duly completed, available on the IRBLleida website, in the research section – intramural calls.

- ❖ Completed and signed application form.
  - ❖ Candidate CV, with the model of CVN of the FECYT.
  - ❖ Document accrediting the granting of a predoctoral fellowship (Granting resolution and/or scholarship holder's credential) of the call for predoctoral personnel in training **UdL of the year 2020 (own and Santander program)** or fellowship for the hiring of research staff novel **(FI-SDUR) 2020 and (FI) 2021 of the AGAUR, Industrial Doctorate (AGAUR)** or predoctoral call **Marie Curie 2020 (ITN or doctoral Networks)**.
  - ❖ Document accrediting the candidate's stay (or stays). This document must state the start and end date of the stay, as well as its objective and the tasks carried out by the candidate. This document must be signed by the person in charge of the laboratory or service where it was performed.
  - ❖ Certificate of enrolment in the Doctoral School of the **field of biomedicine at a Spanish university** stating the date of first registration and that you are currently enrolled.
  - ❖ Report of the research work to be carried out by the candidate during the period in which they enjoy the fellowship according to the unified model available on the web. If a stay in another center is contemplated while the fellowship is being received, this must be included (with date, duration, and authorization from the receiving center) and duly justified in the research work report.
  - ❖ A summary of the scientific background of the research group affiliated to IRBLleida in which the candidate is doing his/her doctoral thesis, which includes the most relevant publications (maximum 10) and awarded grants of the candidate's thesis director in the last 5 years. This summary will be presented in the standard model present on the IRBLleida website and must include all the information requested therein. When calculating the term, as long as they are between 1<sup>st</sup> January 2018 and the end date of the submission of applications, the periods of work leave derived from maternity or paternity, adoption, or guardianship for purposes will be taken into account.
- In case of maternity, by default, this period will be extended by a minimum of 6 months.

- In case of temporary disability due to serious illness or accident of the applicant, with medical leave equal to or greater than three months, an extension equal to the time of leave will be applied.
  - In case of temporary disability during pregnancy for reasons related to it, an extension in weeks equal to the time of leave will be applied.
  - In case of care for people in a situation of dependency, in accordance with the provisions of Law 39/2006, of December 14, on the Promotion of eleven Personal Autonomy and Care for people in a situation of dependency, an extension in weeks will be applied resulting from the product of 4 times the number of weeks of activity as a non-professional caregiver provided that these occurred between 1<sup>st</sup> January 2018 and the end date for submission of applications.
- ❖ Document accrediting maternity/paternity leave to benefit from the extension of the term for these concepts.
  - ❖ Letter signed by the candidate's doctoral thesis director, showing their support for the proposal presented by the candidate, acceptance of the bases and evaluation criteria of this call and certifying that they have sufficient economic and human resources to guarantee the correct development of the work plan presented by the candidate.

#### **4. Place and deadlines for presentation, evaluation and resolution**

The required documentation must be submitted through the link provided for this purpose on the IRBLleida website in the intramural calls section (<https://www.irblleida.org/ca/convocatories-intramurals/>).

Submission of applications **from 25 May to 16 June 2023 15h.**

Provisional resolution **27 June 2023.**

Allegations up to **29 June 2023 15h.**

Final resolution **30 June 2023.**

#### **5. Commencement of action, compatibilities and incompatibilities**

The fellowship will begin to be active after the formalization of the corresponding employment contract of the selected candidates with the IRBLleida. The expected start date of the contracts is from July 1, 2023 and no later than April 1, 2024. Since the contracts cannot be extended beyond December 31, 2024, any contract signed after the 1<sup>st</sup> January 2024 will have a duration of less than the maximum one year allowed by the

call, reducing the total amount of the fellowship in proportion to the duration of the contract.

The employment contract will be formalized between the selected candidate and IRBLleida.

## **6. Evaluation**

Applications will be evaluated by the IRBLleida Internal Scientific Evaluation Commission (CIAC). The IRBLleida projects unit will verify that the candidates meet the requirements of the call in this modality and will send the list of candidates who meet these requirements to the CIAC. If the number of fellowship applications for this type of fellowship that meet the requirements of the call is greater than the number of fellowships available, the applications will be evaluated by each member of the CIAC, who will issue a reasoned report with the score corresponding to each of the candidates based on the criteria indicated in Annex VIII, which will be available on the IRBLleida website at the time the call is opened.

Once the evaluation process of the candidates is finished, the CIAC will submit the prioritization of the candidacies and the evaluation reports of each one of the candidates to the director of IRBLleida (or whomever he designates). In this prioritization, the candidates who have been selected and those who remain in reserve will be indicated. The director of IRBLleida (or whomever he designates) will issue a provisional resolution with the candidates selected by this modality plus a prioritized list of reserve candidates.

### **Valuation scale**

- Merits of the candidate.....45%
- Workgroup.....35%
- Project .....10%
- Alignment of the line of work, project impact and results potentially susceptible to Technology transfer.....10%

## **7. Resolution, acceptance and/or waiver**

Within a period of one month from the publication of the final resolution, the people proposed as beneficiaries will have to sign a document accepting the fellowship. This document will contain the expected start date. If the proposed person does not sign the

acceptance document within this period, it will be understood that he renounces the fellowship. In special cases, the IRBLleida Management may authorize variations in the date of incorporation, provided that the beneficiary has requested it in writing and the reasons have been positively assessed by the CIAC.

In the case the beneficiary renounces the fellowship after acceptance, they must notify it in writing by means of a letter of resignation that can be submitted electronically at the address [projects@irblleida.cat](mailto:projects@irblleida.cat) or in person at the IRBLleida Projects Department, with the corresponding entry record.

If all the places offered are not covered or resignations occur, and there are not enough candidates on the prioritized reserve list to fill the possible vacancies, IRBLleida Management may invest the unused resources in new actions that are strategic for the institution.

#### **8. Justification and follow-up**

While respecting the duty to inform the project office of the willingness to communicate and/or disseminate results throughout the execution of the action, within a maximum period of one month after the end of the fellowship, it will have to be submitted to the IRBLleida Projects Department, in person or by email to [projects@irblleida.cat](mailto:projects@irblleida.cat), a report with the scientific objectives achieved, as well as the list of publications and communications to which the results have given rise, which are in the process of being published, and those pending publication.

#### **9. Commitments**

Participation in this call implies full acceptance of the bases, both by the candidates and by the thesis directors. Failure to comply with the duties or conditions established in the call for this fellowship modality entails the loss of beneficiary status. If the cause of noncompliance is attributable to the thesis director, the latter will not be able to present candidates for the call for Fellowships for Research Staff in Training in any of its modalities during the following two years.

## Modality E. Fellowships for initiation to research

### 1. Characteristics and requirements

One fellowship is offered. If positions remain vacant in modalities A or D of this call, the economic resources released may be directed to this modality. Students who have completed a degree and/or a master's degree that give access to a doctoral program in the field of biomedicine at a Spanish university may be beneficiaries of this type of fellowship, and who are part of or are accepted in a research group affiliated to IRBLleida.

The fellowship will consist of formalizing a paid employment contract with an amount of €20,000 each year for full-time help. In this fellowship modality, each research group affiliated to IRBLleida may only submit one candidate, and each candidate may only submit one application. The candidacy will be endorsed by a Scientific Tutor from the same group.

### 2. Rights and Duties

- ❖ The beneficiaries, if they are not affiliated to IRBLleida, will have to request their affiliation at the time of formalizing their contract with IRBLleida as beneficiaries of the fellowship.
- ❖ The Scientific Tutors of the candidate will have to notify the IRBLleida Innovation Department, by email to the address: [innovacio@irblleida.cat](mailto:innovacio@irblleida.cat), of any communication and/or disclosure of the results of the research projects that are the object of this modality, whether oral or written, in the model of an article, poster, clinical practice guide, etc., national or international, before it occurs, so that it can be **guarantee adequate protection of intellectual and/or industrial property**, in your case.
- ❖ The Scientific Tutors undertake to follow the recommendations for the correct identification of the scientific production of IRBLleida.
- ❖ The support of the Lleida Provincial Council and IRBLleida, as well as their institutional logos in any communication and/or publication resulting from the research work carried out by the granted fellow,
- ❖ Within a maximum period of one month after the end of the fellowship, the scientific tutors will have to submit a final scientific report to the IRBLleida project unit, by emailing to the address [projects@irblleida.cat](mailto:projects@irblleida.cat). This scientific report would summarize the achievements that are the result of the research work of the beneficiaries during the period in which they have received the fellowship, as well as the list of publications and communications to which these

results have given rise, including those that are in the process of being published and those pending publication.

- ❖ During the final two months of the fellowship, the beneficiary must give a seminar in the "Friday Seminars" organized by IRBLleida. The announcement and proofs of this seminar must be attached to the final report.
- ❖ During the duration of the fellowship, the beneficiaries of this modality E will have to meet the same requirements for attendance at the IRBLleida research seminars that the rest of the students of the UdL Doctorate in Health program meet.
- ❖ In case of maternity/paternal leave, the periods of enjoyment thereof cannot be recovered with the fellowship.
- ❖ Throughout the duration of the fellowship, the beneficiaries must send applications (together with the group where they are consuming the fellowship), to a minimum of 3 calls for pre-doctoral fellowships and, at least, one of these applications It must be in a competitive public call. The presentation of these requests will be notified to the IRBLleida Projects Department, by email to the address [projects@irblleida.cat](mailto:projects@irblleida.cat) , at the same time they are made.

### **3. Documentation to present**

In the **application** must include a summary of the specific tasks to be carried out by the candidate must be included throughout the duration of the fellowship, the schedule in months corresponding to these tasks, the commitment of the Scientific Tutor to supervise and support the applicant while they enjoy the fellowship, and any other information that is considered relevant or useful for the evaluation.

To formalize their application, the candidates will have to submit the standard forms duly completed, available on the IRBLleida website, in the research section – intramural calls.

- ❖ Application form duly completed and signed.
- ❖ Candidate CV, with the model of CVN of the FECYT.
- ❖ Document accrediting the candidate's stay (or stays). This document must state the start and end dates of the stay, as well as its objectives and the tasks carried out by the candidate. This document must be signed by the person in charge of the laboratory or service where it was performed.
- ❖ Official academic record stating the subjects taken, the grades obtained in each and the average grade of the academic record.

- ❖ If available, an official master's degree certificate stating the subjects taken, the grades obtained in each and the average grade for the master's degree.
- ❖ Report of the research work to be carried out by the candidates during the period in which they benefit of the fellowship according to the unified model available on the IRBLleida website. If a stay in another centre is contemplated while the fellowship is being received, this must be included (with date, duration and authorization from the receiving centre) and justified in the research work report.
- ❖ A summary of the scientific background of the research group affiliated to IRBLleida in which the candidate will carry out the six tasks, which includes the most relevant publications (maximum 10) and awarded grants of the candidate's scientific tutor in the last 5 years. This summary will be presented in the standard model present on the IRBLleida website and must include all the information requested therein. When calculating the term, as long as they are between 1<sup>st</sup> January 2018 and the end date of the submission of applications, the periods of work leave derived from maternity or paternity, adoption, or guardianship for purposes will be taken into account.
  - In case of maternity, by default, this period will be extended by a minimum of 6 months.
  - In case of temporary disability due to serious illness or accident of the applicant, with medical leave equal to or greater than three months, an extension equal to the time of leave will be applied.
  - In case of temporary disability during pregnancy for reasons related to it, an extension in weeks equal to the time of leave will be applied.
  - In case of care for people in a situation of dependency, in accordance with the provisions of Law 39/2006, of December 14, on the Promotion of eleven Personal Autonomy and Care for people in a situation of dependency, an extension in weeks will be applied resulting from the product of 4 times the number of weeks of activity as a non-professional caregiver provided that these occurred between 1<sup>st</sup> January 2018 and the end date for submission of applications.
- Document accrediting maternity/paternity leave in order to take advantage of the extension of the maternity/paternity leave period for these concepts.
- Signed letter from the scientific tutor, showing his support for the proposal presented by the candidate, the acceptance of the bases and evaluation criteria of the present call and certifying that the applicants have economic resources



and human resources to guarantee the correct development of the work plan presented by the candidate.

#### **4. Place and deadlines for presentation, evaluation and resolution**

The required documentation must be submitted through the link provided for this purpose on the IRBLleida website in the intramural calls section (<https://www.irbllleida.org/ca/convocatories-intramurals/>).

The scheduled dates for each of the stages are:

Submission of applications, **from 18 September 15h to 3 November 2023.**

Provisional resolution, **13 November 2023.**

Allegations, **15 November 15h 2023.**

Final resolution **17 November 2023.**

#### **5. Commencement of action, compatibilities and incompatibilities**

The fellowship will begin to be active after the formalization of the corresponding employment contract of the selected candidates with the IRBLleida. The expected start date of the contracts is from 18 November 2023 and no later than 1<sup>st</sup> April 2024. Since the contracts cannot be extended beyond December 31, 2024, any contract signed after the 1 January 2024 will have a duration of less than the maximum one year allowed by the call, reducing the total amount of the fellowship in proportion to the duration of the contract.

The employment contract will be formalized between the selected candidate and IRBLleida.

#### **6. Evaluation**

Applications will be evaluated by the IRBLleida Internal Scientific Evaluation Commission (CIAC). The IRBLleida projects unit will verify that the candidates meet the requirements of the call in this modality and will send the list of candidates who meet these requirements to the CIAC. If the number of applications in this modality of fellowship that meet the requirements of the call is greater than the number of fellowship available, the applications will be evaluated by each member of the CIAC, which will issue a

reasoned report with the score corresponding to each of the candidates based on the criteria that appear in Annex VIII.

Once the evaluation process of the candidates is finished, the CIAC will submit the prioritization of the candidacies and the evaluation reports of each one of the candidates to the director of IRBLleida (or whomever he designates). In this prioritization, the candidate who has been selected and those who remain in reserve will be indicated. The director of IRBLleida (or whomever he designates) will issue a provisional resolution with the candidate selected by this modality plus a prioritized list of reserve candidates.

#### **Valuation scale**

- Merits of the candidate.....40%
- PI of the proposal.....35%
- Workgroup.....15%
- Project .....10%

#### **7. Resolution, acceptance and/or waiver**

Within one month from the publication of the final resolution, the person proposed as beneficiary must sign a document accepting the fellowship. This document will contain the expected start date. If the proposed person does not sign the acceptance document within this period, it will be understood that he renounces the fellowship. In special cases, the IRBLleida Management may authorize variations in the date of incorporation, provided that the beneficiary has requested it in writing and the reasons have been positively assessed by the CIAC.

In the event that the beneficiary renounces the fellowship after acceptance, they must notify it in writing by means of a resignation letter that can be submitted electronically to the address [projects@irblleida.cat](mailto:projects@irblleida.cat) or in person at the projects office of the IRBLleida, with the corresponding entry record.

If the position offered is not filled or that there are resignations, and that there are no candidates on the prioritized reserve list to fill the possible vacancy, the IRBLleida Management may invest unused resources in new actions that are strategic for the institution.

#### **8. Justification and follow-up**

Respecting the duty to inform the Projects Department of the will to communicate and/or disclose results throughout the execution of the action, within a maximum

period of one month after the end of the fellowship, it must be submitted to the Department of IRBLleida projects, in person or by email to [projects@irblleida.cat](mailto:projects@irblleida.cat), a report with the scientific objectives achieved, as well as the list of publications and communications to which the results have given rise, those that are in the process of publication, and those pending publication.

## **9. Commitments**

Participation in this call implies full acceptance of the bases both by the candidate and by the Scientific Tutor.

Failure to comply with the duties or conditions established in the call for this type of fellowship entails the loss of beneficiary status. If the cause of non-compliance is attributable to the scientific tutor, he/she may not present candidates for the call for fellowship for the promotion of health research in any of its modalities during the following two years.