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### Call for proposals 5 – post-doc 2009 – Reintegration

This call for proposals has been issued according to article 22 of the provincial law of 2 August 2005, no. 14 (provincial law on research) with the financial support of the European Commission, within the context of the 7<sup>th</sup> research framework programme for the period 2007-2013 - "People" specific programme - Marie Curie actions - COFUND - "Trentino - The Trentino programme of research, training and mobility of post-doctoral researchers" project.

#### 1. Aims

This call for proposals has the following aims:

- to recall young researchers who have undertaken secondary and/or further education in Trentino and who are working abroad, to reintegrate them within one of the research institutes in Trentino;
- to contribute towards the internationalisation of the Trentino research system;
- to generate spin-offs on the Trentino research system, by supporting initiatives which provide for measurable results in both qualitative and quantitative terms;
- to select a restricted number of projects of high scientific quality focusing on the following objectives:
  - to encourage the professional development of talented young researchers, who will be able to realise a specific research project within a research institute in Trentino;
  - to encourage the training, mobility and career development of researchers.

#### 2. Areas of research

The research projects will be selected from the following subject areas, falling within the priority areas for research as defined in the long-term research programme approved with the resolution of the provincial government n. 2365 of 11 November 2006:

- environment, paleoenvironment and anthropic landscape;
- environment-forests-wood production and use;
- biodiversity;
- functional bioimages;
- bioinformatics;
- biology of agricultural and food products;
- mathematical biology;
- bio-nanotechnology;
- human capital and competitiveness;
- genomics and post-genomics of grapevine and apple;
- Information and Communication Technologies (ICT);
- tissue engineering;
- transmittable diseases of fauna and human health;
- functional materials;
- mechatronics;
- nanostructures on microsystems;
- nutrition and health in the perspective of nutritional genomics;
- public policy and local development;
- water systems;
- technology for the transformation of agricultural and food products;
- information, diagnostic and restoration technology for the enhancement and conservation of the cultural heritage;
- technologies for sustainable construction, renewable sources and area management.

### 3. Presentation of projects

The research projects must be presented by researchers with a PhD, obtained in Italy or abroad no more than five years before the deadline of this call, or to be achieved within the beginning of the project activities.

The researchers must have obtained an academic qualification in Trentino of at least secondary school level and have carried out research abroad, in qualified research centres or laboratories, for at least three years before the deadline of this call.

The research projects, for which the researchers take scientific and management responsibility, must be presented through the research bodies which have their registered office or operating centres inside Trento Province (host organisations).

The application, which must be signed by the researcher and by the legal representative or delegate of the host organisation, must contain:

- the data for the proposing researcher;
- an undertaking by the researcher to carry out the research respecting both the provisions contained in the call for proposals and the internal procedures of the host organisation;
- the data for the host organisation;
- an undertaking by the host organisation to play host to the researcher and support the research activities, guaranteeing access to the infrastructures and services necessary to realise the project;
- the reasons behind the decision to act as host for the researcher;
- a career development plan for the researcher.

The host organisation must also declare that the project does not regard activities which have already been carried out or which are underway within the organisation. In the event of extensions to existing activities, reference to this must be made within the context of the candidature presented.

The project plan, drawn up as indicated in article 4 of this call for proposals, must be enclosed with the application.

Each researcher may propose only one research project, otherwise the applications will be declared inadmissible.

Proposals must be submitted by 17.00 on the sixtieth day from the publication of the abstract of this call for proposals in the official bulletin of the Autonomous Region of Trentino Alto-Adige, using the internet service at the following address:

[http://www.uniricerca.provincia.tn.it/bandi\\_ricerca.asp](http://www.uniricerca.provincia.tn.it/bandi_ricerca.asp)

The service will be active starting from the first day after publication of the abstract of the call for proposals.

The submission of proposals provides for a preparatory registration phase at the above address for the host organisation and proposing researcher. Information on how to register and submit project proposals can be found in the "Guide to Compilation" section.

The internet service allows printing of the application and the project. Two original copies of these must be delivered or sent by registered post with acknowledgement of receipt to the following address, signed and accompanied by the enclosures requested, within ten days from the closing date for the call for proposals:

Servizio Università e ricerca scientifica

Provincia Autonoma di Trento

Via Romagnosi, 9 – 38122 Trento

Failure to present the printed documentation (hard copy) will lead to exclusion of the proposal.

In the event of discrepancies, the copy forwarded through the Internet service shall be considered valid.

The application and the project presentation must be drawn up in Italian, with the exception of foreign researchers, who may present the project documentation in English.

Following the request of the University and Scientific Research Department, proposing researchers and host organisations must supply all explanations, information and documentation considered necessary at any time.

The documentation presented, considered to be strictly confidential, will not be returned.

### 4. Criteria for the formulation of projects

Formulation of research projects must be carried out in accordance with the headings requested by the system, as stated in article 3 and provided for in the specific format, available to all interested parties both at the internet site [http://www.uniricerca.provincia.tn.it/bandi\\_ricerca.asp](http://www.uniricerca.provincia.tn.it/bandi_ricerca.asp) in the section "Fac-simile", and in printed form at the University and Scientific Research Department.

Project proposals must be formulated in such a way as to allow evaluation of the following elements:

- the objectives and object of the research;
- methods for implementation of the project;
- financial plan and description of expenditure;
- equipment and other facilities available at the host organisation in order to support the realisation of the project.

In the event of funding, the project summary may be published by the Province.

Projects, which may have a duration of between two and three years, must be formulated in such a way as to allow the starting up of research activities not more than one hundred and twenty days from the date the host organisation is notified of the decision to fund the project by the Director of the University and Scientific Research Department.

## 5. Types of expenditure admissible for funding

The types of expenditure admissible for funding are as follows:

- a) costs for research activities:
  - a.1) costs for personnel, including legal obligations which are the responsibility of the host organisation:
    - fee for the proposing researcher;
  - a.2) expenditure for execution of the project:
    - expendable items;
    - travel and subsistence expenses, excluding allowances for travel and disturbance;
    - expenditure for the dissemination of results;
    - durable equipment, limited to technical-financial depreciation charges;
  - a.3) other expenditure directly related to the research activities, when recognised as admissible by the provincial Technical and Scientific Committee for Research and Innovation.

All expenditure must be suitably described.

- b) costs for supporting research activities, awarded to the host organisation:
  - b.1) a fixed amount of a maximum of 10% of total costs for the research activities, as stated in paragraph a).

The annual cost of the project may not exceed 65,000.00 Euro.

Only additional expenses over and beyond the standard activities of the host organisation are admissible for funding, relating specifically to the implementation of the project, according to the categories indicated above and on the basis of the financial plan described in the project.

The funding must be used for expenses incurred during the duration of the research project and relate strictly and exclusively to the project.

Expenditure already covered and granted for whatever purpose by the Province, on the basis of other provincial laws, or by European Community funding is not admissible.

## 6. Determination of the funding of the Autonomous Province of Trento

The financial resources destined for this call for proposal amount to 975,000.00 Euro.

Provincial funding will cover 100% of the overall costs of the project approved.

## 7. Methods and criteria for the evaluation of research projects

Having verified that the applications are admissible, the University and Scientific Research Department, will transmit the project documentation to the provincial Technical and Scientific Committee for Research and Innovation, hereinafter referred to as the "Committee", for evaluation.

Evaluation will be carried out, on the basis of the following criteria, given in order of priority:

- a) **research project:** originality and feasibility of the research, strategic potential, also in terms of offering new experience and/or career development; organisation of the project, clarity of deadlines and suitability of methods chosen;
- b) **proposing researcher:** level of scientific and professional background, quality of publications, capacity to carry out independent research, potential for leading and managing projects, extent and quality of scientific work;

- c) **coherence with the aims of the call for proposals**, motivation of the host organisation, career development plan for the researcher.

The evaluation will be expressed numerically out of a possible total of eighty points, distributed as follows:

- criterion a) up to 40 points;
- criterion b) up to 30 points;
- criterion c) up to 10 points.

The Committee will compile a specific evaluation sheet for each project and give its assessment for the purposes of defining a list of projects considered to be admissible for funding, on the basis of the merit. When formulating their assessment, the Committee may redefine project costs, should these not be considered appropriate.

Projects obtaining a minimum score of 50 points will be included within the list.

In the event of equal scores, preference will be given, in order of priority:

1. to projects presented by female researchers;
2. to projects presented by younger researchers.

Approval of the list shall take place with a resolution of the provincial government, within one hundred and twenty days from the deadline for this call for proposals.

Funding for the projects, according to their position in the list and in so far as this is compatible with the financial resources available, will be established by a decision of the Director of the University and Scientific Research Department, within fifteen days from the date of the resolution stated above.

The list shall be valid for one hundred and eighty days from the date of its approval.

In the event of availability of funds, the Director of the University and Scientific Research Department shall provide for the funding of further projects from the currently valid list.

## 8. Acceptance of funding

If the researcher does not communicate his acceptance of the funding and the date on which research activities began, through the host organisation, within the period of one hundred and twenty days provided for from the date of notification of the decision of the Director of the University and Scientific Research Department, the funding will be cancelled.

The communication of acceptance must be accompanied by the following:

- a statutory declaration by the researcher, undertaking to work full-time and exclusively on the project and stating that s/he is currently working only on the realisation of the project at the host organisation;
- a copy of the contract stipulated between the host organisation and the researcher, for a duration equivalent to the project.

It is the responsibility of the host organisation to pay the fees and any other benefits provided for the law to the researcher.

## 9. Changes occurring during the realisation of the project

Any requests or communications regarding the project must be sent by the researcher to the University and Scientific Research Department through the host organisation.

Any changes to the project shall be established by a decision of the Director of the Department.

While the overall amount of admissible costs continues to be valid and must be considered binding, during the execution of the project it is possible to set off up to 30% of the expenditure specified in article 5, paragraph a) between categories of expenditure or to set off or carry forward items over the years provided for in the financial plan approved.

Significant changes to each expenditure heading must be pointed out when presenting the financial report as specified in article 11.

Any requests for the inclusion of items of expenditure not provided for or other changes to the financial plan shall be authorised subject to evaluation by the Committee.

The duration of the project may be extended once for a maximum of six months, following a justified request, subject to evaluation by the Committee.

Suspension of the project due to parental leave, according to the legislative decree of 26 March 2001, n. 151 and subsequent amendments, or for serious reasons, does not constitute an extension to the project.

Justified suspension of the project shall be provided for after consultation with the Committee.

Suspension for serious reasons may have a maximum duration of 12 months. Once this period has concluded the project is considered to have been interrupted.

During the period of suspension no costs may be attributed to the execution of the project.

In the event that the researcher is forced to give up the research activities during the project, for exceptional and absolutely unforeseeable reasons, the project will be considered to have been interrupted on the date that activities cease, which must be communicated promptly.

Within thirty days of interruption of the project the final report provided for in article 11.2 of this call for proposals must be presented. The Committee will evaluate the extent of realisation of the project as compared to the initial objectives and will propose the re-definition of the funding.

In the event of interruption in the first year of activities the funding may be cancelled.

## **10. Disbursement of funding**

The funding will be assigned to the host organisation, which will see to carrying out all the administrative procedures necessary for the realisation of the project.

Disbursement of the funding will take place on the basis of periodic cash requirements, requested by the administrative director of the host organisation and endorsed by the proposing researcher.

The amounts paid on the basis of cash requirements may not exceed 95% of the funding awarded.

Requests for the disbursement of funding following the first payment, which must not exceed a maximum of 10% of the overall funding, must be accompanied by a summary of the costs incurred, demonstrating that at least 80% of the amounts previously disbursed by the Province have been used.

Payment of the balance of between the admissible expenditure accounted for and the amounts already disbursed will be made once the final report has been checked, within the limits of the funding granted.

## **11. Reporting methods**

### **11.1 Interim report**

Within sixty days from the end of each year following the starting up of the project, the following must be presented:

- a) a scientific report illustrating the project, signed by the researcher and accompanied by a summary designed for publication, supplying the relevant information relating to:
  - development of the project;
  - preliminary results obtained;
  - any changes as compared to the original project plan;
- b) a statement summarising the expenses incurred and any income obtained, endorsed by the administrative director of the host organisation and by the researcher.

### **11.2 Final report**

Within ninety days from the end of the project, the following must be presented:

- a) a scientific report illustrating the project, signed by the researcher and accompanied by a summary designed for publication, supplying the relevant information relating to:
  - development of the project;
  - results obtained;
  - any changes as compared to the original project;
  - prospects for further developments;
- b) a financial statement of the expenses incurred and any income obtained, endorsed by the administrative director of the host organisation and by the researcher;
- c) a statement from the host organisation acknowledging that the project has been realised and approving the financial statement of expenditure incurred and income obtained.

The final financial statement must be accompanied by a report issued by the auditing body of the host organisation or, in the absence of such a body, by external auditors. The auditors shall certify the existence and validity of the documentation proving the income and expenditure indicated in the financial statement. In the event that the final balance is certified this documentation is not necessary.

At the same time the financial statement is presented, the host organisation shall also pay the Province any excess amount received in funding as compared to the amount accounted for in the financial statement. On completion of examination of the statement, any further sums shown to have been paid in excess, as compared to the funding due, must instead be returned within thirty days of the request being made.

## **12. Monitoring and evaluation methods for the projects funded**

During the realisation of the projects the Province may also proceed with monitoring of the projects through:

- evaluation of the interim reports;
- possible visits to the host organisations.

Should it emerge from the monitoring that the project is not being carried out in accordance with the approved project plan, specific requirements designed to remove the irregularities noted will be sent to the researcher and the host organisation, following a proposal from the Committee. In the event that these directives are not complied with, the provisions contained in article 13 shall apply.

The final scientific report must be submitted to the Committee for evaluation. If the report is considered to be unsatisfactory in terms of the elements requested, the researcher must reformulate it according to the specific requirements communicated to him. If these requirements are not met within the time specified, the provisions contained in article 13 shall apply.

The absence of communications regarding the results of monitoring or the evaluation of reports does not imply a positive assessment by the Committee.

### **13. Suspension, recalculation or cancellation of funding**

The Committee may propose the suspension of the project in the event of a negative outcome following monitoring.

During the period of suspension no costs linked to the execution of the project may be attributed.

Suspension shall be established by a decision of the Director of the University and Scientific Research Department and shall fix the deadline by which the researcher and host organisation are required to provide information explaining the irregularities. On the basis of an evaluation of this information, the Committee may propose:

- the continuation of the project, revising the date of conclusion;
- redefinition of the project with consequential recalculation of funding;
- interruption of the project, while recognising the activities carried out;
- cancellation of the funding granted.

The consequential decisions shall be taken with a decree of the Director of the University and Scientific Research Department.

In the event of the final report not being approved, following a proposal from the Committee, the Director of the University and Scientific Research Department may decide the following:

- redefinition of funding;
- cancellation of the funding granted.

In the following circumstances, the project shall be considered to have been inadequately implemented, leading to the cancellation of funding:

- failure to present the interim report by the deadline;
- failure to present the final report by the deadline;
- failure to collaborate with monitoring activities;
- failure to provide information regarding significant events or changes to the project plan approved.

Amounts already paid pertaining to funding subsequently cancelled or amounts paid in excess of recalculated funding shall be recovered:

- for autonomous bodies funded by the Province, by setting off the amounts against funding assigned according to other provincial grants;
- for other bodies, through the repayment of the amounts by the bodies concerned, with the addition of simple interest at the official rate, calculated starting from the date of notification of the irregularities found, up to the date the amounts are repaid.

The provisions of paragraphs 4 and 5 of article 51 of the provincial law of 14 September 1979, n. 7 and subsequent amendments shall apply to the recovery of funding.

### **14. Ownership of research results**

The results of the project, understood as any patents and intellectual property rights achievable and related possibilities for financial exploitation, shall belong to the Province, with the exception of the researcher's right to be recognised as the author.

Any works, papers or products relating to the project must mention the Autonomous Province of Trento and make specific reference to this call for proposals.

### **15. European co-funding**

In the event of funding, the host organisation and the researcher are required to observe the provisions of the grant agreement stipulated between the European Commission and the Autonomous Province of Trento, which regulates the terms of co-funding for the "Trentino - The Trentino programme of research, training and mobility of post-doctoral researchers" project, within the context of the 7th research framework programme for the period 2007-2013 – "People" specific programme - Marie Curie actions - COFUND.

The agreement can be consulted at the address:

[http://www.uniricerca.provincia.tn.it/bandi\\_ricerca.asp](http://www.uniricerca.provincia.tn.it/bandi_ricerca.asp).

### **16. Privacy**

All the data supplied will be handled respecting the provisions of the legislative decree of 30 June 2003, n. 196 (Code for the protection of personal data).

According to article 13 of D.Lgs 196/2003, participants in the call for proposals are informed that:

1. handling of the data will take place exclusively in relation to the execution of procedures linked to the implementation of this call for proposals, adopting printed material, IT media and computer technology and all appropriate measures to guarantee confidentiality;
2. the provision of data is compulsory in order to carry out the procedures linked to the implementation of this call for proposals;
3. the proprietor handling the data shall be the Autonomous Province of Trento;
4. the person responsible for the handling of the data shall be the Director of the University and Scientific Research Department;
5. at any time, the persons concerned may exercise their rights in relation to the proprietor handling the data, according to art. 7 of D.Lgs 196/2003.