

RESOLUTION BY THE RECTOR OF UNIVERSIDAD CARLOS DE MADRID CALLING FOR GRANTS FOR FEMALE RESEARCHERS AND PROFESSIONALS FROM COUNTRIES EXPERIENCING HUMANITARIAN CRISES.

Universidad Carlos III de Madrid is wholly committed to working towards achieving the goals set out in the 2030 Agenda for Sustainable Development, and in particular the goals most directly related to its areas of activity and those which promote equal opportunities and guarantee the professional and personal development of the most vulnerable of people, such as SDG 10, “*Reduce inequality within and among countries*”. As such, the University is equally deeply involved in meeting other cross-sectional SDGs such as SDG 5, “*Gender equality*” and SDG 16, “*Peace, justice and strong institutions*”.

In line with this, Universidad Carlos III de Madrid (UC3M) has, as part of its Statutes, resolved to “*support the university’s assistance with development through strategies aimed at social transformation and academic strengthening in the most disadvantaged of countries*”.

The Agenda for the fulfilment of the Sustainable Development Goals and the Universidad Carlos III de Madrid Strategic Plan reinforce the University’s commitment to human rights, and the principles of equality, social responsibility and cooperation and must be present in all of the University’s decisions and actions. Consequently, Universidad Carlos III de Madrid consistently aspires to serve as an example with its social policies, offering a position of solidarity regarding the personal and professional development of individuals involved in their field.

Within the framework of this responsibility, different activities and lines of actions have been carried out to contribute to bolstering the impact of the University’s social commitment. Among them, the University believes it necessary to call for the awarding of grants specifically to female researchers and professionals from countries experiencing humanitarian crises in which women’s rights are in danger with the aim of assisting their integration into Spanish society so that they may personally and professionally develop in accordance with their abilities.

BASIS OF THE CALL FOR APPLICATIONS

1. Aim of the grants

The grant specified in this call for applicants shall consist of financial aid that will allow female researchers and professionals from countries experiencing humanitarian crises to reside in Spain for a period of twelve months following receipt of the grant with the aim of developing a scientific project at the Universidad Carlos III de Madrid.

Under no circumstances shall the research stay imply the existence of any employment relationship between the researcher and Universidad Carlos III de

Madrid.

2. Grant amount and budget allocation

In order to suitably meet the aims of this call for applications, Universidad Carlos III de Madrid shall provide a total amount of twenty-four thousand euros (24,000 EUROS).

The number of grants and their amount shall be decided by the Evaluation Commission in accordance with the number of grants requested.

The grant amount shall be paid in three instalments: 40% within 15 days of the grant being awarded, a further 40% after three months and the remaining 20% after providing the supporting documentation required upon completing the research.

3. Recipients

The grants may be applied for by women who meet the following conditions:

- a) Have habitually resided in their country of origin prior to July 2021;
- b) Have, in their country of origin, carried out a research or professional activity requiring the prior obtention of a degree-equivalent qualification.

4. Criteria

- a) Be female;
- b) Hold nationality of the country in which they have been residing and which they have had to flee, having habitually resided in this country for one year within the last three years;
- c) Have, in their country of origin, carried out a research or professional activity requiring the prior obtention of a degree-equivalent qualification;
- d) Certify knowledge of English or Spanish;
- e) Be in possession of a permit for temporary residence in Spain-EU;
- f) Have obtained or be in the process of obtaining refugee status in Spain;
- g) Present a research project in line with the fields available at Universidad Carlos III de Madrid.

5. Applications

The application shall be submitted remotely via the University's registration process.

The application form will be available on the University's Sustainable Horizons webpage.

The application period opens on 1 March 2022 and closes on 31 October 2022. Two adjudication resolutions shall be passed in April and December of 2022, after separate meetings held by the Evaluation Commission.

Upon submitting an application, applicants declare to have thorough knowledge of and voluntarily accept the basis of this call for applicants.

6. Documentation

The following documentation must be submitted with the application:

- A copy of the applicant's passport;
- A sworn statement attesting to the applicant's compliance with the stay criteria;
- Supporting document for the possession of a university qualification equivalent to degree level or higher in Spanish or English;
- A permit for temporary residency in Spain-EU;
- Proof of refugee status or of having applied for it;
- Curriculum vitae,
- Proposal for work to be carried out at Universidad Carlos III de Madrid, no greater than two pages, detailing the aim of the research and how it fits within the candidate's academic path.

7. Evaluation Commission

An Evaluation Commission, presided over by the Vice Rector of Institutional Relations and Sustainable Development, shall be established. The Commission shall consist of the Vice Rector for Teaching Staff, the Vice Rector for Equality, the Director of the School of Engineering, the Dean of the School of Social Sciences and Law and the Dean of the Faculty of Humanities, Communication and Library Science.

The President of the Evaluation Commission shall have the power to request expert advice and any technical report deemed necessary to carry out their role.

The Evaluation Commission shall verify the applicant's fulfilment of the criteria and may require applicants to provide original documents at any time. Furthermore, a personal interview may be held with the candidate.

The Evaluation Commission reserves the right to request as much complementary information as it deems necessary for the proper assessment of applications.

8. Provisional assignment proposal

The Evaluation Commission shall create a proposal for the provisional assignment of grants which shall be published on the University's Sustainable Horizons webpage. This proposal will set out a deadline for the submission of claims and/or errors to be corrected. Once this deadline is reached, the Commission shall resolve the claims presented and shall reach a definitive adjudication which shall be approved by Resolution of the Rector.

9. Grant adjudication resolution

The Resolution establishing the adjudication of grants shall include a list of recipients and the waiting list in order of priority. The Resolution shall be published on the University's Sustainable Horizons webpage.

This Resolution exhausts the administrative process and, in accordance with the provisions of article 124 of Act 39/2015 of 1 October on Common Administrative Procedure in Public Administration, a contentious-administrative appeal may be filed against it within two months of its publication, without prejudice to the optional submission of an appeal for reconsideration to the Rector of the University within a period of one month from the day following its publication.

10. Payment of grants

Once the grant adjudication resolution has been published and it has been confirmed that applicants have submitted the necessary documentation, 40% of the grant shall be paid to the bank account specified by the applicant and of which the applicant must be the account holder.

Three months after the grant has been issued, a further 40% of the total amount shall be paid. The remaining 20% shall be paid after fulfilment of the obligations set out in section 11.g of this document.

11. Obligations of recipients

Grant recipients shall be obliged to:

- a) Carry out the research for which the grant has been awarded, allowing no changes or modifications to its purpose or aims to occur without prior authorisation from the Vice Rectorate for Institutional Relations and Sustainable Development;
- b) Mention the University if the results of said research are published;
- c) Abide by the Universidad Carlos III de Madrid's Code of Ethics at all times;

- d) Be covered, throughout the entire duration of their stay, by an accident insurance policy and by a civil liability insurance policy. Said policies shall be undersigned by the UC3M;
- e) Sign the document “Conditions of the research stay at Universidad Carlos III de Madrid” which defines, among others, issues relating to confidentiality, intellectual and/or industrial property rights and applicable law;
- f) Throughout the entirety of their stay on the UC3M premises, respect the university’s internal working guidelines, in particular those relating to workdays, health, safety and work-place risk prevention without any alteration to their legal relationship with the UC3M and without obtaining any rights against it;
- g) Send a Technical Report of activities carried out to the Vice Rectorate for Institutional Relations and Sustainable Development as justification for the grant obtained;
- h) Keep documents that provide evidence of the use of the funds received, including digital documents, for as long as they may be relevant for the purposes of review procedures;
- i) Comply with the criteria set out by the UC3M Economical Financial Management for the economic justification of the grant, if necessary;
- j) Visibly incorporate the UC3M logo into material used for the dissemination of activities with the aim of identifying the source of the grant.

12.- Reimbursement and revocation

The reimbursement of received funds and the revocation of the grant shall apply in the following cases:

- a) Total or partial non-fulfilment of the Project;
- b) Significant modification of the project without temporary and substantial modifications having been previously communicated to and authorised by the Vice Rectorate for Institutional Relations and Sustainable Development;
- c) Non-compliance with the obligations set by the Administration, as well as with the commitments assumed by the recipients in order to receive the grant.

Reimbursement procedures are governed by the provisions of Chapter II of Title II of the General Subsidies Law.

13.- Exemption from liability

UC3M is expressly exempt from any kind of liability that may arise from the researcher’s stay and from activities related to their research stay at the aforementioned university.

14.- Confidentiality

Information that the parties may have revealed in order to carry out activities as a result of this grant, as well as that which is revealed as a consequence of its performance, shall be considered confidential, obligating the parties to keep all information they may have access to secret, unless it is in the public domain or is legally or legitimately known. This duty of confidentiality shall remain effective throughout the grant period and shall continue after its expiry.

Any information to which the researchers have or have had access due to the performance of any research activities at Universidad Carlos III de Madrid shall remain confidential in accordance with the following conditions:

- a) Researchers shall keep all information provided confidential and shall refrain from disclosing it to anyone not expressly authorised by the UC3M.
- b) The previous paragraph shall not be applicable when any of the following conditions are met:
 - i. The information received is in the public domain at the date of receipt of the information or, after receipt, it becomes information in the public domain by means unrelated to the intervention of the parties;
 - ii. The information received comes from a third party that does not require secrecy;
 - iii. The receiving party has evidence of prior knowledge of the information received.

If, as a consequence of the activities carried out during the research stay at the UC3M, the researcher wishes to use them for the publication, reading as part of a thesis or any other form of dissemination, they must request express and written consent from the UC3M for their use.

The obligations specified in this clause shall remain in force regardless of the expiration of this agreement.

Additional exclusive clause

For any matter not covered in this resolution, the provisions of the following acts shall be applied as a supplement: the General Subsidies Law, 38/2003, and its regulations; Act 39/2015 of 1 October on Common Administrative Procedure in Public Administration; and the General Budgetary Act, 47/2003, as well as any other regulatory provisions that may be applicable.

On the date of the electronic signature, Getafe,

The Rector,

Personal data

Personal data collected as part of the application process shall be used for the management of this call for applications and shall be processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and Organic Law 3/2018 of 5 December on Personal Data Protection and the guarantee of digital rights. All information relating to the personal data protection policy can be found via the following [link](#).

Participating in this call for applicants implies the voluntary provision of the personal data requested, as well as authorisation for Universidad Carlos III de Madrid to publish the applicants' data in the lists and Resolutions necessary for managing the call for applicants.

Failure to provide the aforementioned information and the requested supporting documentation shall make it impossible to process the application in this call for applicants.