



**CONEX-PLUS**  
**CONcentrating EXcellence in UC3M - Postdoc Programme**

**GUIDE FOR APPLICANTS**  
**1st Call for Proposals**

3<sup>rd</sup> Version of the Guide for applicants : September 18<sup>th</sup>, 2019  
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1<sup>st</sup> Call Deadline: September 30<sup>th</sup>, 2019

**UNIVERSIDAD CARLOS III DE MADRID**

## Table of Changes

Former Text	New Text	Page	Date
None	The mobility rule is calculated including the date of call deadline, 30th of September.	8	22.07.19
Experience is measured from the date when the first doctorate was obtained.	Experience is measured from the date when the first doctorate was obtained to the deadline, including the date of the deadline.	8	18.09.19
None	Letter of Commitment (optional): In case of suggesting a secondment organisation different from the CONEX-Plus partner organizations, get in contact with CONEX-Plus Helpdesk.	13	
For each submission step, please find below a link to a quick demo as guidance:	<a href="https://www.youtube.com/watch?v=O2L4ZYft1XI&amp;feature=youtu.be">https://www.youtube.com/watch?v=O2L4ZYft1XI&amp;feature=youtu.be</a>	17	
Part A-Applicant Details Part B-Proposal Information Part C-Ethical Issues	Section A-Applicant Details Section B-Proposal Information Section C-Ethical Issues	18	
Attachment: Optional Signed Letter of Commitment from the proposed secondment supervisor, in case the secondment organisation is not included in the List of Partner Organisations.	Attachment: Optional Signed Letter of Commitment from the proposed secondment supervisor, in case the secondment organisation is not included in the List of Partner Organisations. Get in contact with the Helpdesk for a template.	19	
Section 8 Definitions	Annex 1 Definitions	30	
None	<b>Member States (MS):</b> are member states of the European Union (EU), including their overseas departments. <b>Associated Country (AC):</b> means a third country which is party to an international agreement with the Union. <b>Non-Associated Third Countries (TC)</b> are countries which are neither MS nor AC. <b>Short visits</b> can only represent a small part, i.e. of a few days.	30	18.09.19
Annex 1 Secondments-Countries	Annex 3- List of eligible EU member states and associated countries	32	
Applicants may suggest to the Helpdesk a supervisor not currently included in the list, whose eligibility will be checked by the Management Team	Applicants may suggest to the Helpdesk a supervisor not currently included in the list before the submission phase, whose eligibility will be checked by the Management Team	10	
it is allowed a maximum of 2 endorsements per supervisor	it is allowed a maximum of 2 endorsements per supervisor for the 1st call	10	
Meaningful and appropriate to the type fellowship and research field	Meaningful and appropriate to the fellowship and the proposed research.	12	
Letter optional during the submission phase, please contact the helpdesk.	Optional Letter during the submission phase, available on the CONEX-Plus Website	12	
to provide as much information as possible about the secondment purpose and suitability,	to provide as much information as possible about the secondment purpose and suitability, expected activities to carry out.	12	18.09.19
Letter of Commitment (optional): In case of suggesting a secondment organisation different from the CONEX-Plus partner organizations. Get in contact with the CONEX-Plus Helpdesk.	Letter of Commitment (optional): In case of suggesting a secondment organisation different from the CONEX-Plus partner organizations. Available on the CONEX-Plus Website.	13	

Get in contact with the Helpdesk for a template.	Template available on the Conex-Plus website	19	
	Please check last version updated of Part B from September the 3rd, 2019	20	
Quality of the proposed secondments and secondment, host(s) and supervisor(s)	Quality of the proposed secondments	21	

## Table of Content

1. UNIVERSITY PROFILE .....	4
2. CONEX-PLUS OVERVIEW .....	6
3. FELLOWSHIPS .....	7
3.1. TYPES OF FELLOWSHIPS and ELIGIBILITY CONDITIONS .....	7
3.2 UC3M SUPERVISOR .....	10
3.3 RESEARCH AREAS: RIS3 .....	11
3.4. SECONDMENTS .....	13
3.5. THE TRIPLE “i” DIMENSION and TRAINING PROGRAMME .....	15
3.6. ETHICAL ISSUES .....	16
4. APPLYING FOR CONEX-PLUS .....	18
4.1. APPLICATION PROCEDURE .....	18
4.2. REQUIREMENTS FOR ELIGIBLE APPLICATIONS .....	19
4.3. REQUESTED DOCUMENTS: APPLICATION PACK .....	19
5. EVALUATION and SELECTION .....	21
5.1. EVALUATION CRITERIA .....	21
5.2. EVALUATION TIMING .....	22
5.3. EVALUATION PROCESS .....	22
5.4. RESULTS NOTIFICATION .....	26
5.5. REDRESS .....	26
6. FELLOWSHIP IMPLEMENTATION .....	27
6.1. EMPLOYMENT CONTRACT and REMMUNERATION .....	27
6.2. CAREER DEVELOPMENT PLAN (CPD) .....	28
6.3. REPORTING .....	28
6.4. DISSEMINATION and COMMUNICATION OF RESULTS .....	28
6.5. VISIBILITY OF EU FUNDING .....	29
6.6. OPEN ACCESS .....	29
6.7. INTELLECTUAL PROPERTY RIGHTS .....	29
7. CONEX-Plus HELPDESK: .....	30
ANNEX 1- DEFINITIONS .....	31
ANNEX 2- AEI RESEARCH AREAS .....	32
ANNEX 3- LIST OF ELIGIBLE EU MEMBER STATES AND ASSOCIATED COUNTRIES .....	33

## 1. UNIVERSITY PROFILE



Universidad Carlos III de Madrid (UC3M) is a Spanish Public University located in Madrid.

The mission of UC3M is to contribute to the improvement of society through teaching of the highest quality and cutting-edge research in line with stringent international guidelines. The University aspires to excellence in all its activities, with the aim of becoming one of the top universities in Europe.

UC3M currently has 19.872 students, 1.971 Faculty staff and 697 Administrative staff. In the QS World University Rankings 2018-2019, UC3M obtained its best position of top universities since its first appearance in the ranking, reaching the 253rd position out of the 1.000 institutions ranked, from among more than 4000 universities assessed, from 85 countries.

UC3M also holds the 22nd position in the “QS Top 50 under 50” ranking that includes the world’s top 50 universities under 50 years old. UC3M is in the 1st place in the Spanish general performance ranking for universities.

UC3M is part of numerous international research collaborations through the Catedras de Excelencia and through joint research projects, supported by both competitive funding and R&D contracts with industry. It is also part of several university networks; in particular to YERUN, a network of young European research universities with a programme for research collaboration among its members.



Research is performed in three faculties: The Faculty of Social Sciences and Law, the Engineering School and the Faculty of Humanities, sub-divided into 27 Departments and 131 research groups. UC3M participated in 72 funded FP7 projects (9 as coordinator) and so far, in H2020, in 80 funded projects, out of which 15 are coordinated (data May 2019). We can proudly say that, amongst those awarded projects, 8 of them are ERC grants.

In 2018, UC3M had a research funding budget of M€25.704,64 of which M€16.530,68 was obtained through Competitive funding (regional, national or international programmes).

Collaboration between UC3M and the non-academic sector is important. In 2018, research funding through R&D contracts with industry amounted to M€6.818,73, which is nearly a quarter of the total research funding. UC3M has strong relations with a large number of industries, including big companies such as Airbus, Indra, Santander and Telefónica, and smal(er) research intensive companies such as Sener, GMV and DIA. The UC3M EIS links the university’s research output with industry through the management of the university IPR portfolio. It houses centers where research and industry collaborate, and the EIS Business Incubator to support the creation of technological spinoffs or startups. It also facilitates cooperation with over 60

companies in the Leganés Technology Park in Madrid. In addition, UC3M participates in 3 research clusters, in 16 technology platforms, in two IMDEA institutes, and in the “Instituto de Investigación Sanitaria Gregorio Marañón”. There are 12 industry Catedras, endowed chairs funded by a company.

UC3M has excellent infrastructure for all departments and all of its researchers (including the Fellows), such as the [Technical Scientific Support to Business Laboratory](#), the [ITV \(LABITV\) Calibration Equipment Laboratory](#), the [Mechanical Material Characterisation Laboratory](#), the [Biomass Fuel Testing Laboratory \(BIOLAB\)](#), the [High voltage testing and research laboratory](#), the [Nanostructured and Multifunctional Materials Laboratory LMNM](#), the [Electronic Transmission Microscopy Laboratory LABMET](#) and the [Thermography and Infra-red Imagery Laboratory](#)

In this context, CONEX-Plus programme fits perfectly in the 2016-2022 UC3M Strategic Plan. It defines the roadmap of UC3M until 2022, covering the three strategic axes of research, education and relationship with society, underpinned by responsible governance. The Strategic Plan prioritises international and interdisciplinary research of excellence.

The Fellows will part of a high-level research community that is very internationally oriented. UC3M has a distinct international profile, with 26% foreign master’s students, 45% of foreign doctoral students and 11% foreign professors. As part of its Strategic Plan, UC3M will prioritise international research of excellence. Practically speaking, this means that UC3M will promote participation in international networks and programmes as well as faculty mobility through university mobility funding programmes.

UC3M aims to continue participating in international networks and programmes. Recognising that in today’s world it has become more important than ever to work in heterogeneous teams to create added value, UC3M wishes to create research teams that join different disciplines together, allowing them to be more competitive in international projects, to attract outstanding researchers and scholars, and to promote mobility.

More Info:

- <https://www.uc3m.es/research>
- <https://www.uc3m.es/about-uc3m>



## 2. CONEX-PLUS OVERVIEW

**CONEX-Plus** is a training and mobility programme that aims to accelerate the career development of a cohort of Experienced Researchers at Universidad Carlos III de Madrid (UC3M) in Spain, within the framework of the **Marie Skłodowska-Curie Actions (MSCA) COFUND scheme**.

CONEX-Plus will offer **30 Fellowships, of 36 months each**, for incoming mobility to UC3M, to attract highly qualified and motivated Experienced Researchers with up to 6 years of research experience after having obtained their PhD degree.

There will be **two calls**, where Fellows will be selected following an open, transparent, merit-based, impartial and equitable selection procedure, based on international peer review and interviews. **CONEX** 1st call for proposals will offer 20 fellowships and CONEX 2nd Call 10 fellowships.

Fellowships are **based on an individual high-quality research project** that will be prepared by the Experienced Researcher with support from a chosen UC3M supervisor and implemented under their guidance in one of the 27 departments at UC3M. These departments generally consist of scientists and technicians at different levels and stages of their career and with different scientific backgrounds, working on various topics. Such an environment will allow the Fellows to learn from their colleagues, to be exposed to other disciplines, experiences and best practices. It will encourage their interdisciplinary and intersectoral mind-set, as well as stimulate new ways of thinking.

Applicants will also have the freedom to propose their research project **within the strategic research areas that are identified in the Research and Innovation Strategy for Smart Specialisation (RIS3)** of the Madrid Autonomous Region: Advanced Materials, Manufacturing Technologies and Space, Energy, Environment and Transport (including Aeronautics), Health and Biotechnology, Information Technologies and Communications. These areas will be underpinned by an area of strength of UC3M, the area of Social Sciences and Humanities and its application to the themes of the RIS3 strategy.

As the RIS3 addresses topics of current and future needs, and on topics of societal relevance, the Fellows will be trained in those areas.

An important asset of CONEX-Plus that will complement the RIS3 focus is the opportunity to undertake a **mandatory secondment** of 2-12 months, that will enable the Fellow to put research into practice and not only acquire experience in the non-academic sector, but also widen their professional networks.

All Fellows will participate in the CONEX-Plus training programme **built on the triple “I” concept**, with dedicated modules on relevant transferable skills and Industry Training Blocks. Such interdisciplinary research programme will provide Fellows with excellent scientific and relevant transferable skills to communicate across and between research disciplines. Besides, they will also learn how to work in and between different sectors.

### 3. FELLOWSHIPS

#### 3.1. TYPES OF FELLOWSHIPS and ELIGIBILITY CONDITIONS

Fellowships are open to candidates who meet all the eligibility criteria on the date of the call deadline. In regard to the First Call, it will be **30<sup>th</sup> of September 2019**.

They are required to undertake physical transnational mobility to Spain when taking up their appointment. The European Commission considers mobility between organisations to be an asset for the personal and career development of researchers. Such mobility strengthens intersectoral collaboration, and promotes the acquisition of new skills and knowledge thereby contributing to increased research creativity, efficacy and performance.

CONEX-Plus invites applications for three types of Fellowships. Applicants may choose the one that best suits them, as all the applications will be evaluated jointly:

STANDARD

CAREER RESTART

REINTEGRATION

Applicants must select at submission stage one of the schemes according to the following eligibility conditions:

Examples of standard mobility rule:

STANDARD FELLOWSHIP
<input type="checkbox"/> The researcher must be in possession of a doctoral degree at the date of the call deadline.
<input type="checkbox"/> The researcher must have 0-6 years of research experience. Experience is measured from the date when the first doctorate was obtained. Periods of inactivity in research (e.g. unemployment, periods of employment outside research, parental or sick leave) do not count towards the time of research experience.
<input type="checkbox"/> The researcher may be of any nationality.
<input type="checkbox"/> No age restrictions apply.
<input type="checkbox"/> The researcher cannot have resided or carried out his/her main activity (work, studies, etc.) in Spain for more than 12 months in the 3 years immediately before the call deadline, unless this time was spent as part of a procedure for obtaining refugee status under the Geneva Convention.

**Not Eligible:** if you had an employment contract lasting 12 months and one day at the date of the call deadline with an institution based in Spain during the last 3 years, you may not undertake the Fellowship.

**Eligible:** If you have resided or worked in Spain for 10 months during the last 3 years at the date of the call deadline, you are eligible to apply for the CONEX-Plus Fellowship.



### CAREER RESTART FELLOWSHIP

For researchers who wish to resume research in Europe after a career break

- ☐ The researcher must be in possession of a doctoral degree at the date of the call deadline.
- ☐ The researcher must have 0-6 years of research experience. Experience is measured from the date when the first doctorate was obtained. Periods of inactivity in research (e.g. unemployment, periods of employment outside research, parental or sick leave) do not count towards the time of research experience.
- ☐ The researcher may be of any nationality.
- ☐ No age restrictions apply.
- ☐ The researcher cannot have resided or carried out their main activity (work, studies, etc.) in Spain for more than 3 years in the 5 years immediately before the call deadline, unless this was as part of a procedure for obtaining refugee status under the Geneva Convention.
- ☐ **The experienced researcher must have had a career break in research, not active in research, for a continuous period of at least 12 months immediately prior to the deadline for submission of proposals.** The career break status confirming the eligibility (e.g. unemployment, periods of employment outside research, parental or sick leave) must be clearly explained in the proposal Submission Forms (Part A-Career Breaks).

### REINTEGRATION FELLOWSHIP

Dedicated to researchers who wish to return and reintegrate in a longer-term research position in Europe

- ☐ The researcher must be in possession of a doctoral degree at the date of the call deadline.
- ☐ The researcher must have 0-6 years of research experience. Experience is measured from the date when the first doctorate was obtained. Periods of inactivity in research (e.g. unemployment, periods of employment outside research, parental or sick leave) do not count towards the time of research experience.
- ☐ The researcher must be a **national or long-term resident** (a period of full-time research activity for at least 5 consecutive years) of a **Member State or Associated Country** to Horizon 2020 (MS/AC).
- ☐ No age restrictions apply.
- ☐ The researcher cannot have resided or carried out their main activity (work, studies, etc.) in Spain for more than 3 years in the 5 years immediately before the call deadline, unless this was as part of a procedure for obtaining refugee status under the Geneva Convention.
- ☐ The researcher must move or have **moved directly from a Third Country** (any country that is not an EU MS nor AC) to Spain.

Examples of long-term resident:

Eligible Long-term resident: A Russian national resides in Portugal from January 2014 to May 2015, moves back to Russia from June to September 2015, and resides in Germany from October 2015 to September 2019.

Not eligible long-term resident: A Russian national resides in Portugal from January 2015 to May 2015, moves back to Russia from June 2015 to September 2016, and resides in Germany from October 2016 to September 2019.

Examples of direct mobility:

Eligible: The researcher has worked in India for the past year. She moved back to Spain three months ago and submits a proposal to Conex-Plus ('direct mobility').

Eligible: the researcher has worked in India for the past year. For the last month, she was visiting her family in Germany without main activity. She now submits a proposal to Conex-Plus ('direct mobility' with short stay).

Not eligible: the researcher has worked in India for the past year. For the last three months, her main activity has been in France, where she has an employment contract. She now submits a proposal to Conex-Plus in Spain ('indirect mobility').

### Important highlights to take into consideration when verifying your eligibility:

#### Regarding Mobility

- **Researchers with refugee status**, as defined by the Geneva Convention, benefit from a less restrictive mobility rule:  
The refugee procedure (i.e. before refugee status is conferred) will not be counted as a period of residence/activity in the country of the beneficiary. This is regardless of whether they were active in research at that time.
- Compulsory national service, short stays such as holidays are not considered. Short stays are characterised by the type of activity rather than by a specific number of days. A period can only be considered as a short stay if the researcher did not reside or did not have their main activity (work, studies, etc.) in the country during that period (such as holidays).
- **The mobility rule is calculated including the date of call deadline, 30th of September.**

#### Regarding Research Experience

##### **Being active in research means being employed or holding a scholarship in research.**

Publication activities or mere association to a university (i.e. any other link to the university that is not considered as an employment contract or a Fellowship agreement) are not taken into account either.

Example of 'mere association': the researcher is allowed to use the facilities of the university; he/she is sent to a conference by or on behalf of the university or is enrolled in a bachelor's/master's or another non-research related degree at the university.

**Experience is measured from the date when the first doctorate was obtained to the deadline, including the date of the deadline.**

**Periods of inactivity in research do not count** towards the time of research experience, even if a formal employment relationship exists during these periods. By way of example:

- Unemployment or periods of employment outside research;
- Long-term sick leave;
- Parental leaves;
- Unpaid leaves of absence;

The professional status, career breaks, research experience, mobility rule and any other criteria confirming the eligibility of the researcher, must be clearly explained in the CONEX-Plus Online Proposal application.

### 3.2 UC3M SUPERVISOR

To support the Fellows in their career advancement, and in line with the recommendations in the Charter and Code, all Fellows will have an **academic supervisor from the UC3M** for the implementation of their individual research project under guidance.

The academic supervisor will be the UC3M supervisor that the applicants select during the proposal preparation stage, in the field of their interest, chosen from the list available at the website. Therefore, proposals will be prepared with support from the supervisor in order to ensure a good fit.

When submitting the proposal, the applicants have to provide an up-to-date letter of commitment signed by the UC3M supervisor in order to confirm their real and active participation in the proposed project, which should be uploaded to the CONEX-Plus online application, in Section B-Proposal Information Section. **Please note that obtaining a commitment letter may take some time and that a supervisor can also be involved in another proposal (it is allowed a maximum of 2 endorsements per supervisor for the 1<sup>st</sup> call), then try to prepare it with enough time before the deadline.**

**If the letter of commitment is not provided, the proposal will be considered incomplete and therefore will be declared inadmissible.**

Related Application Documents:

- A complete **list of UC3M Supervisors** is available at [the CONEX-Plus Website](#).
- **Template for the Letter of Commitment** is downloadable from [the CONEX-Plus Website](#).

Applicants may contact the Helpdesk for assistance to find a suitable Supervisor if needed. Although the Helpdesk will provide suggestions, applicants can freely choose one.

It is important to keep in mind that supervisors must be eligible (from the list). Exceptionally, applicants may suggest to the Helpdesk a supervisor not currently included in the list before the submission phase, whose eligibility will be checked by the Management Team.

### 3.3 RESEARCH AREAS: RIS3

Europe 2020 is the EU's growth strategy, which seeks to become a smart, sustainable and inclusive economy. These three mutually reinforcing priorities should help the EU and the Member States deliver high levels of employment, productivity and social cohesion.

The EC feels that to make Europe more competitive, the different regions must become more specialised based on their competitive advantages so that their production sectors can benefit from smart refocusing to meet global challenges.

In this context, concrete actions at EU and national levels underpin the strategy. National and regional authorities across Europe shall design smart specialisation strategies in the entrepreneurial discovery process. This involves identifying the knowledge specialisations that best match their innovation potential, in accordance with their resources and capabilities.

Regional Research and Innovation Strategy 2014-2020 (RIS3) is the key strategy to promote research and technological innovation that generates structural economic change, carried out by the Community of Madrid. Within this framework, the RIS3 strategy in Madrid encompasses a number of key areas in which the Madrid region seeks a further competitive advantage.

The RIS3 feeds directly into the Spanish Strategy for Science and Technology, which in turn is fully aligned with the already mentioned Europe's H2020 challenges and activities to promote excellence science and leadership in relevant areas, aiming to more efficiently use the existing resources (including research in human resources) to increase economic growth and employment.

CONEX-Plus offers Fellowships in the **4 key research areas identified in the RIS3 strategy** of the Madrid Autonomous Region:

- **Advanced Materials, Manufacturing Technologies and Space,**
- **Energy, Environment and Transport (including Aeronautics),**
- **Health and Biotechnology,**
- **Information Technologies and Communications.**

**These areas will be underpinned by the strategic research area of Social Sciences and Humanities and its application to the 4 areas of the RIS3 strategy.**

Within this broad range of research areas, the applicants will have a free choice of the research topic. This will allow them to propose and implement a research project, that will widen their research experiences, deepen their research skills and accelerate their career development in one of the UC3M Departments.

The link of the programme with the priorities of the RIS3 strategy of the Madrid Autonomous Region (and through RIS3 extended to Spanish and European priorities), will provide opportunities to the Fellows to align their research with strategic areas with potential good employment opportunities in a range of sectors.

As the RIS3 focusses on topics of current and upcoming needs, and on topics of societal relevance, the Fellows will be trained in areas that address future challenges for the benefit of European citizens and society.

**Applicants are encouraged to submit innovative and original projects with interdisciplinary and intersectoral approaches, giving a response to their scientific interests and in response to the above identified RIS3 research areas.**

Further information about RIS3:

[Interactive EU RIS3 Guide](#)

[Madrid's Regional Research and Innovation Strategy \(RIS3\)](#)

### 3.4. SECONDMENTS

During the implementation of the project, Fellows must undertake a **compulsory secondment** to **at least one non-academic organisation**. Secondments will further strengthen the interdisciplinary, intersectorality and internationalisation focus of the Fellowships (see also Section [Triple “I” Dimension](#)).

Secondments are an integral part of the research proposal and expert evaluators will assess their quality and impact based on if they are:

- Meaningful and appropriate to the Fellowship and proposed project
- Knowledge sharing, feasible, and beneficial for the researcher and in line with the project objectives.

Therefore, applicants are strongly encouraged to work with their UC3M Supervisor in defining a suitable secondment during the application phase, which significantly adds to the impact of the Fellowship.

In this regard, UC3M offers the following 3 options during the application submission:

- I. To choose one of the 14 Partners Organisations, which support CONEX-Plus programme.
- II. To suggest other secondment organisations with a proven high international research standard and that fits with the research objectives of the project. In this case, UC3M will need to receive a Letter of Commitment from the secondment organisation prior to the start of the Fellowship (Optional Letter during the submission phase, available on the CONEX-Plus Website).
- III. To choose a precise organisation at a later stage, once the proposal has been selected for funding and prior to the start of the Fellowship. UC3M may support the Fellow in finding a suitable organisation.

Whether the secondment organisation is identified at the submission stage or not, **it is compulsory to provide as much information as possible about the secondment** purpose and suitability, expected activities to carry out, identify the sector (academic, non-academic) timing and duration.

Secondments must comply with the next criteria, otherwise, they will be considered ineligible:

SECONDMENTS-PROPOSAL FORM:PART A
<input type="checkbox"/> Organisation located in EU-MS/AC, including Spain.
<input type="checkbox"/> Single period or divided into shorter mobility periods (minimum 2 months, maximum total duration of all together 12 months), in one or more than one secondment organisation.
<input type="checkbox"/> At least the first one in a non-academic sector. The following one may be to either a non-academic or academic secondment organisation.
<input type="checkbox"/> Undertaken after the first year of Fellowship ( Fellowship expected to start in September 2020)
<input type="checkbox"/> Select one of the three options offered by the online application: <ol style="list-style-type: none"> <li>I. UC3M Partner Organisation</li> <li>II. Other: To suggest other secondment organisation</li> <li>III. Other: Organisation to be defined before the start of the fellowship</li> </ol>



Secondments to the country of the Fellow's nationality or the country where the Fellow has worked or lived (in the 3 previously years to the call deadline) are not advisable and have to be strongly justified in the [Scientific and Technical Form of Part B](#).

For further information about the countries where it is possible to undertake secondments, see [Annex 3](#) of this Guide.

Proposed secondments will be evaluated by one by one. Either the European Commission or the CONEX-Plus Management Board might suggest changes.

Partnership Agreements will be signed between UC3M and the secondment hosts to cover managerial, financial, IP and other relevant issues. Secondments will also imply specific supervision arrangements, meaning having a co-supervisor from their secondment organisation to supervise the researcher throughout the whole duration.

Regarding Ethical issues, Fellows will inform secondment organisations about the ethical aspects associated with the project before the secondment takes place. The secondment organisation must ensure that the research does not start until the UC3M Ethics Committee has given its approval.

When secondments involve mobility, additional financial support will be given subject to the location where it will be undertaken and the CONEX-Plus programme regulations, specifically set for the management of the secondment fund.

#### **Related Application Documents:**

To be completed through the CONEX-Plus application system, Section B. Proposal Information:

- Section Secondments.
- Section Part B-Scientific and Technical Form: Stand-alone document to be uploaded in the Application System.
- Letter of Commitment (optional): In case of suggesting a secondment organisation different from the CONEX-Plus partner organisations. Available on the CONEX-Plus Website.

#### **Important highlights:**

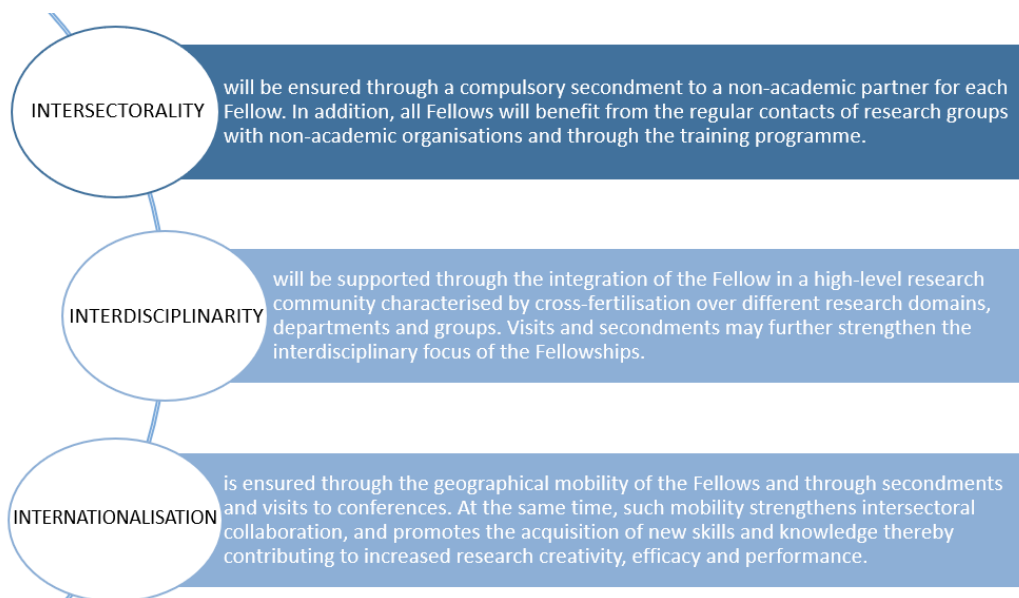
It is essential for the applicants to **clearly distinguish "secondments" from "short visits"** (for example for fieldwork) since they have different nature and pursue different objectives. A short visit should clearly not be a secondment:

Secondments have a clear impact on the project, while short visit, on the other hand, will have a limited impact and could be something that arises during the Fellowship.

Please, check the [Definitions in Annex 1](#).

### 3.5. THE TRIPLE “i” DIMENSION and TRAINING PROGRAMME

The CONEX-Plus training and career development programme are based on the triple ‘i’ dimension:



CONEX-Plus offers Fellows training through:

- I. A set of dedicated training events.

These set of training events are compulsory to attend and focus mainly on the acquisition of transferable skills. The Training Blocks (TBs) are relevant for researchers with a profile of 0-6 years of research experience:

TB I	<ul style="list-style-type: none"> <li>• Dissemination/Exploitation/Communication/Public Engagement</li> <li>• Industry Exposure</li> </ul>
TB II	<ul style="list-style-type: none"> <li>• Research Skills</li> </ul>
TB III	<ul style="list-style-type: none"> <li>• Research Leadership Skills</li> <li>• Industry Exposure</li> </ul>

The dedicated training events will also include modules on career development guidance. Additionally, Fellows will have the option to undertake a Spanish course to improve their language skills.

- II. By means of their individual research projects.

Based on the training needs identified by the Fellow and supervisor, Fellows may choose to add additional training activities for developing core skills relating to their projects or advance their competences in the research areas. These activities will be financed with their [research allowance](#).

### 3.6. ETHICAL ISSUES

On the one hand, Fellows will have to respect the highest standards of research integrity — as set out, for instance, in the [European Code of Conduct for Research Integrity](#) and the [UC3M Good Scientific Conduct](#).

On the other hand, The CONEX-Plus programme will be carried out in **compliance with ethical principles and the applicable EU H2020 rules, the laws of Spain and from the country where the secondment is implemented.**

The following fields of research are **not eligible** for funding:

- Research activities directed at human cloning for reproductive purposes
- Research activity intended to modify the genetic make-up of human beings that could make such changes heritable (apart from research relating to cancer treatment of the gonads, which may be financed)
- Research activities intended to create human embryos solely for the purposes of research or stem cell procurement, including the technique of somatic cell nuclear transfer
- Research that leads to the destruction of human embryos

Projects proposals will be subject to:

- An ethical evaluation PARTC-Form C1: Ethics Self-Assessment.
- If their proposal raises one of the issues listed in this form, applicants will need to provide a completed ethical issues Statement PARTC-Form C2: Ethics Statement, which must:
  - Explain in detail how you intend to address the issues in the ethical issues table, in particular as regards objectives, methodology, the potential impact or any other relevant information.
  - Describe how the proposal meets the national legal and ethical requirements of the country or countries where the tasks raise ethical issues are to be carried out;
  - It may be that your research raises new ethical issues and concerns that are currently not fully covered by the Ethics Issue self-assessment. Please describe them in this part and explain how you intend to address them.

Proposals will be referred to the Committee as part of the Evaluation process (See [the Evaluation process section](#)) for the Ethics review.

Please be aware that **it is the applicant's responsibility to identify any potential ethical issue, to handle the ethical aspects of the proposal and to detail how these aspects will be addressed.** This responsibility extends to the duration of the Fellowship and includes the notification of any newly arising ethical issues.

Forms must be submitted with the application regardless of whether or not ethical issues are identified in the proposal. If there is nothing to be reported, it should be stated in the forms. **Failure to comply with the ethics requirements may lead to the rejection of your proposal.**

### Related Application Documents:

All Ethics Forms are filled in online through the [CONEX-Plus application system, Section C](#).

[C1. Ethics Self-Assessment](#).

[C2. Ethics Statement](#)

Please include any supporting documentation, such as any authorisation you may already have. This will allow a more effective ethics review.

### Important highlights:

- I. Ethics should be considered as part of the research design, not as a last-minute afterthought.
- II. Journals ask for ethics approval/ethics information.

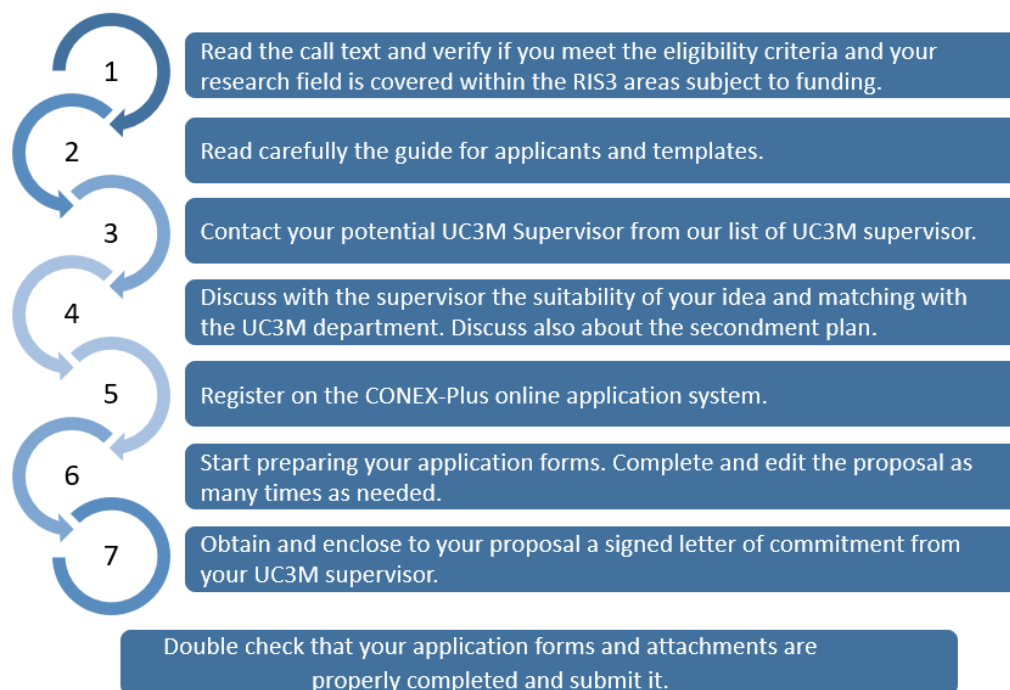
For further guidance, please check:

- [H2020 Programme Guide on How to complete your ethics self-assessment;](#)
- [EU dedicated Website on ethics issues;](#)
- [The European Code of Conduct for Research Integrity of ALLEA \(All European Academies\) and ESF \(European Science Foundation\) of March 2011;](#)
- [UC3M Good Scientific Conduct.](#)

## 4. APPLYING FOR CONEX-PLUS

### 4.1. APPLICATION PROCEDURE

In order to apply to CONEX-Plus, follow these steps:



#### Register on the CONEX-Plus online application system and create an online profile

Fellowship applications must be submitted via the CONEX-Plus online application system, accessed from the CONEX-Plus website. You will be asked to register in the system, creating an individual login. Following registration, you can already begin your application.

**It is possible to re-edit, download, submit and withdraw a proposal as many times as you want up to the call deadline, 30<sup>th</sup> of September 2019 at 13:00 CET. The last version of your proposal submitted before the deadline is the one which will be evaluated; no later version can be accepted and no earlier version can be recovered from the submission system. Once the deadline has expired, no further additions, corrections or resubmissions will be accepted.**

Applicants experiencing any technical difficulties with the online application may contact the CONEX-Plus Helpdesk for assistance.

All mandatory fields are highlighted in red in the application. Failure to fill in any mandatory field will block submission until they are completed.

For each submission step, please find below a link to a quick demo as guidance:

<https://www.youtube.com/watch?v=O2L4ZYfT1XI&feature=youtu.be>

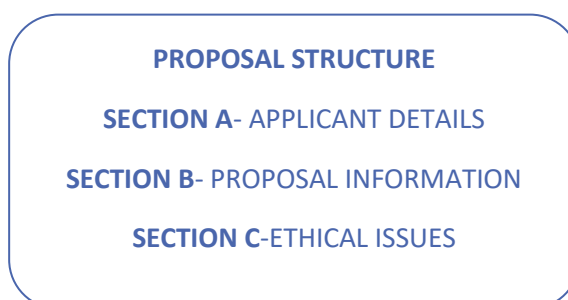
## 4.2. REQUIREMENTS FOR ELIGIBLE APPLICATIONS

Researchers should start to prepare their research proposal with a UC3M Supervisor well in advance of the call deadline and comply with the next eligibility requirements:

<input type="checkbox"/> Be complete and <b>submitted no later than the call deadline: <u>September the 30<sup>th</sup>, 2019;</u></b>
<input type="checkbox"/> Each applicant can submit only <b>one application per call;</b>
<input type="checkbox"/> Include only <b>one candidate per application;</b>
<input type="checkbox"/> Be written <b>in English</b> and use the <b>templates provided;</b>
<input type="checkbox"/> Be <b>received through the CONEX-Plus online application system;</b>
<input type="checkbox"/> Be complete and <b>contain all documents requested</b> in the application procedure, <b>in accordance with the guidelines and specifications provided in the forms;</b>
<input type="checkbox"/> The <b>duration of the Fellowship</b> is defined in months. Fellowships are awarded for <b>36 months;</b>
<input type="checkbox"/> Include one or several <b>secondments</b> with a <b>minimum duration of 2 months</b> and <b>maximum duration of 12 months all together;</b>
<input type="checkbox"/> <b>At least the first secondment must be in a non-academic</b> organisation;
<input type="checkbox"/> <b>Secondments</b> must take place in a <b>Member State or Associate Country, including Spain;</b>
<input type="checkbox"/> <b>Secondments</b> must be undertaken <b>after the first year of Fellowship;</b>
<input type="checkbox"/> The proposal <b>topic must fall within</b> the range of scientific <b>research areas</b> defined in the <b>RIS3 strategy;</b>
<input type="checkbox"/> <b>Adhere to the ethical rules</b> and <b>address any ethical issues.</b>

## 4.3. REQUESTED DOCUMENTS: APPLICATION PACK

The CONEX-Plus on-line application is composed of the following **compulsory documentation**:



### A. APPLICANT DETAILS

You will be asked for certain administrative details that will be used in the eligibility check and further processing of your Proposal.

- **RESEARCHER DETAILS AND CONTACT ADDRESS:** Provide a personal contact, working details are not valid.
- **TYPE OF FELLOWSHIP/MOBILITY REQUIREMENTS:** Compliance with the eligibility criteria, including a compulsory choice for one of the three types of Fellowships offered.
  - Attachment: PhD certificate/Diploma in a Pdf Stand-alone document. This is optional during the application stage.



## **B. PROPOSAL INFORMATION**

Information about the project proposal and secondment eligibility.

- **PROPOSAL INFORMATION:** abstract, including the scientific area addressed and keywords.
- **SUPERVISOR:**
  - Attachment: **Compulsory Letter of Commitment**, signed by the proposed UC3M academic supervisor, uploaded as a Pdf Stand-alone document. Template available on the CONEX-Plus Website.
- **SECONDMENT:** Eligibility and description.
  - Attachment: **Optional Signed Letter of Commitment from the proposed secondment entity**, in case the secondment organisation is not included in the List of Partner Organisations.
- Template available on the Conex-Plus website **PART B: SCIENTIFIC AND TECHNICAL FORM**
  - **Attachment:** Uploaded as a stand-alone Pdf. It describes in detail the proposed project and applicants' academic and research record and will be used by the evaluation experts and CONEX-Plus evaluation panel, to undertake their assessments. It is downloadable from the CONEX-Plus website and structured in the following sections:

B.1 Motivation and Match between the applicant and UC3M Department.

B.2 Excellence of the project proposal.

B.3 Implementation of the project proposal.

B.4 Impact of the Fellowship.

B.5 Excellence of the applicant: Curriculum Vitae.

Please check the last version updated of Part B from September the 3<sup>rd</sup>, 2019

## **C. ETHICAL ISSUES**

This part is filled in online through the CONEX-Plus application system. It is divided in two sections:

### **C.1 ETHICS SELF-ASSESSMENT**

It serves to identify any ethical aspects of the proposed work. It must be completed even if there are no issues (simply confirm that none of the ethical issues apply).

### **C.2 ETHICS STATEMENT**

Please note that, in case you answer YES to any of the questions in the Ethics Issues Self-Assessment, you are requested to provide an Ethics Statement and additional ethics documentation if applicable.

## 5. EVALUATION and SELECTION

The principles of the Charter and Code will be applied throughout the evaluation and selection stage, and consequently throughout the recruitment and project implementation phases.

There will be two calls where Fellows will be selected following an open, transparent, merit-based, impartial and equitable selection procedure, based on international peer review and interviews.

All the applications will be evaluated jointly. No specific panels will be convened for the different schemes (Standard, Career restart, Reintegration).

### 5.1. EVALUATION CRITERIA

When your proposal is considered eligible, it will be evaluated against the criteria set in the table below. Evaluation scores will be awarded for each of the four criteria as shown in the same table.

EXCELLENCE AND IMPLEMENTATION OF THE PROJECT (35%)		EXCELLENCE OF THE APPLICANT (CV) (35%)	
<ul style="list-style-type: none"> <li>- Quality and credibility of the research innovation project;</li> <li>- level of novelty,</li> <li>- appropriate consideration of inter/multidisciplinary and gender aspects</li> </ul>		<ul style="list-style-type: none"> <li>- Research experience, taking into account the level of experience,</li> <li>- eligible career breaks and non-conventional career paths</li> </ul>	
<ul style="list-style-type: none"> <li>- Innovative nature and originality of the project.</li> <li>- Novel or unconventional concepts and/or approaches. Ambitious objectives</li> </ul>		<ul style="list-style-type: none"> <li>- The capacity of the researcher to reach or re-enforce a position of professional maturity/independence</li> </ul>	
<ul style="list-style-type: none"> <li>- Methodology and approach.</li> <li>- Suitability of the methodology.</li> <li>- The proposed implementation of the project. Feasibility of the project. Achievable objectives</li> </ul>		<ul style="list-style-type: none"> <li>- Research results including patents, publications, teaching, etc., taking into account the level of experience, eligible career breaks and non-conventional career paths</li> </ul>	
<ul style="list-style-type: none"> <li>- Quality of the proposed secondments</li> </ul>			
IMPACT OF THE FELLOWSHIP (10%)		MOTIVATION AND MATCH (20%)	
<ul style="list-style-type: none"> <li>- Contribution to enhancing the potential and future career prospects of the researcher</li> </ul>		<ul style="list-style-type: none"> <li>- The motivation of the applicant</li> </ul>	
<ul style="list-style-type: none"> <li>- Quality of the proposed measures to exploit and disseminate the project results and to communicate the project activities to different target audiences</li> </ul>		<ul style="list-style-type: none"> <li>- Match between the applicant and the host institution/research group</li> </ul>	
<ul style="list-style-type: none"> <li>- Quality and appropriateness of the training and of the two-way transfer of knowledge between the researcher and the UC3M</li> </ul>			

## 5.2. EVALUATION TIMING

- First Call opens July 1<sup>st</sup> 2019.
- Deadline to apply for: September 30<sup>th</sup>, 2019
- Evaluation: October 2019-March 2020
- Ranking List for funding: April 2020
- Fellowship starting date: September 2020

If due to the volume of applications received the ranking list cannot be completed by this date, the corresponding reference date will be delayed. Applicants will be informed if should this happen.

## 5.3. EVALUATION PROCESS

The full selection and evaluation process is divided into the following stages and timing:

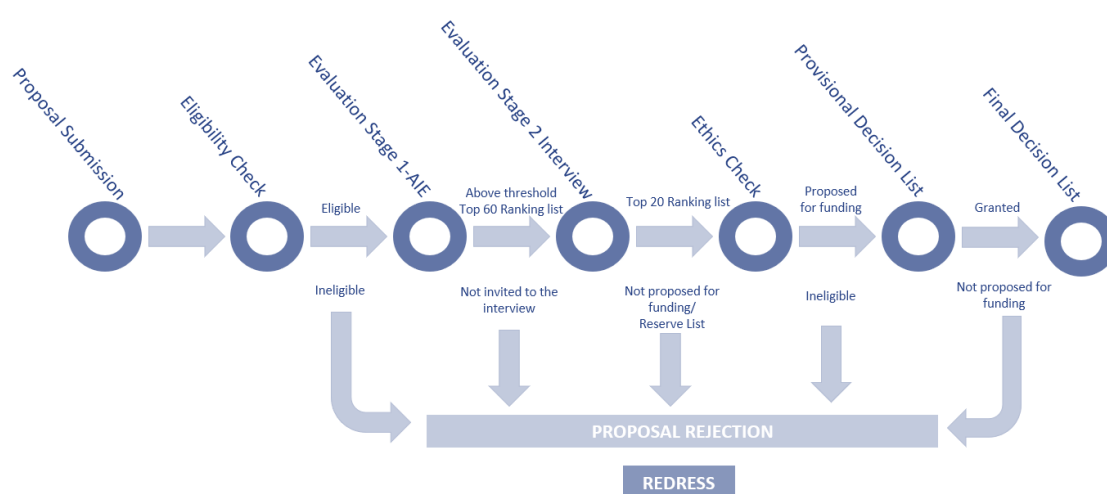


Figure 1 Evaluation Process

### Phase 1 – Eligibility Check

All applications and the related supporting information are reviewed to ensure that all eligibility criteria are met. The proposal's content must fulfil all the eligibility criteria specified in [section-4.2 Application eligibility criteria](#) as well as in the Call text.

Incomplete application or ineligible application will not progress and applicants will be notified by email the reasons. The decision status will be also recorded in the CONEX-Plus system and posted in the CONEX-Plus Website.

After the eligibility check, the ineligible applicants will have 10 working days to modify their application and solve the ineligible conditions. Further information will be published on CONEX-Plus website.

Only eligible proposals will proceed to Phase 2: Evaluation phase.

Please note that if it becomes clear late on, during or after the evaluation phase, that one or more of the eligibility criteria has not been met (for example, due to incorrect or misleading information), the proposal will be declared ineligible and not considered any further.

## Phase 2- Evaluation

### Step 1- Excellence and Impact of the project proposal & Excellence of the applicant (CV)

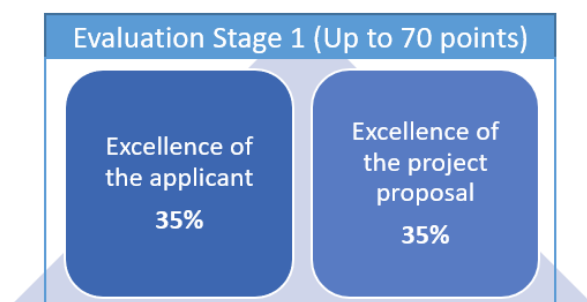


Figure 2 Evaluation Stage 1 criteria and weight

This step consists of the scientific and technical peer-review of proposals and will be implemented by the **Research State Agency** (*Agencia Estatal de Investigación: AEI*). The reviewers evaluate and score the proposal according to the evaluation criteria.

AEI covers all scientific areas from the CONEX-Plus programme (Please, see Annex 2). The allocation of the proposals to a panel will be based on the preference research field and keywords expressed by the applicant in the application forms. However, experts may transfer to another panel the proposal, if it is considered more suitable.

Each proposal will be read by 3 peer reviewers from AEI, who will provide a score of up to 70 points and write a short report justifying their score and indicating the strengths and weaknesses identified in the proposal. In case of big discrepancies between reviewers, a 4<sup>th</sup> reviewer will be involved. The reviewers will also indicate whether, in their view, the proposal deals with ethical issues.

For each proposal, a consolidated evaluation summary report (ESR) with an average score will be written by the AEI area coordinator, based on the reports of the individual peer reviewers. This report will include comments about the strengths and weaknesses identified in the proposals.

**A quality threshold of 50 points out of 70 will be applied** for proposals to proceed to the next step of the evaluation process.

At the end of the evaluation phase, a ranking list in descending order will be prepared, based on the scores obtained. Only up to three times the number of candidates for who funding is available will proceed **to the next step** of the evaluation and selection process, the interview. That is to say, **a maximum of 60 interviews**.

The stage 1 evaluation outcome is provided individually to the applicants through an information email including the evaluation report (ESR). The decision status will be also recorded in the CONEX-Plus system.

The ranking list will be also posted on the CONEX-Plus website.

More details about notifications and REDRESS see [Section- REDRESS](#) and [Section-Notifications](#).

## Step 2-Impact criterion and Motivation & Match of the project proposal

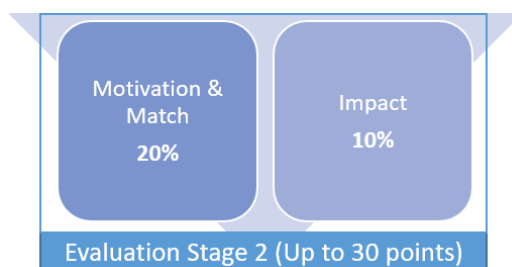


Figure 3 Evaluation Stage 2 criteria and weight

This step consists of an interview by the CONEX-Plus Interview Panel. The Interview Panel will have access, through CEMS+, to the evaluation reports with the scores for the scientific and technical evaluation. The Interview Panel will evaluate the proposal for its strategic impact according to evaluation criterion 3: Impact.

The Interview Panel will also discuss with applicants their motivation for the fellowship according to evaluation criterion 4: Motivation and Match.

At this point, the panel may indicate whether, in their view, the proposal deals with ethical issues, even when this was not indicated by the applicants or when this was not flagged by the AEI reviewers.

Interviews will last up to 15 minutes and will be conducted via videoconference, in English or Spanish, if the applicant is fluent in the later.

The CONEX-Plus Interview Panels will provide a score of up to 30 points. The panel shall reach consensus on the score. One member of each panel will write a short report, justifying the score and indicating the strengths and weaknesses identified during the interview. The report for the interview will be added to the already existing ESR from the previous evaluation stage.

This information will be available in the next evaluation phase to the UC3M Ethical Committee.

A ranking list based on the final scores for each proposal will be prepared, where the top 20 in the ranking will be for funding, and the following 10 proposals will be put forward for a place on the reserve lists.

Proposals likely to be funded will be subject to an ethical check and pass to Phase 3.

The step 2 evaluation outcome is provided to all applicants through an information email together with an evaluation report (ESR), including the final score and the individual comments given by each reviewer. The decision status will be also recorded in the CONEX-Plus system.

The ranking list will be posted on the CONEX-Plus Website.

More details about notifications and REDRESS see [Section- REDRESS](#) and [Section-Notifications](#)

### Phase 3- Ethics Check

The Ethics Assessment is an in-depth analysis of the ethical issues of the proposals. Proposals are assessed to see whether they raise ethics issues and, if so, whether these are adequately addressed while the project is being carried out and their compliance with ethical applicable rules and standards.

The UC3M Ethics Committee undertakes this ethics review. Opinions issued by reviews in the Evaluation phase 2, will be considered, but will not prejudice the outcome of this ethics review. However, it may lead to ethics requirements that become contractual obligations as part of the approval.

On the other hand, failure to comply with the ethics requirements may lead to the rejection of your proposal.

### Phase 4-Decision List

Applications will be ranked based on their final scores and subject to Departments availability.

Considering that the total number of positions set up for the CONEX-Plus Programme (First and Second Calls) will be **30**, a maximum number of fellows per department will be allocated for the whole programme, as follows:

- 4 fellowships for each of the following departments: Business Administration, Economics, Computer Science and Engineering, and Journalism and Audiovisual Communication.
- 3 for each of the following departments: Mechanical Engineering, Social Sciences, Electronic Technology, Bioengineering and Aerospace Engineering, Mathematics, Materials Science and Engineering and Chemical Engineering, Signal Theory and Communications, Thermal and Fluids Engineering, Statistics, Telematic Engineering, Public State Law, and Private Law.
- 2 for each of the following departments: Physics, Systems Engineering and Automation, International Law, Ecclesiastical Law and Philosophy of Law, Humanities: Philosophy, Language and Literature Theory, Library and Information Science, Continuum Mechanics and Structural Analysis, Humanities: History, Geography and Art, Criminal Law, Procedural Law and History Law, and Electrical Engineering.
- 1 for each of the following departments: Private Social and International Law, and Social Analysis.

Therefore, it is possible that a high-scoring proposal will not be funded if the number of available fellowships at the selected UC3M host department has already been filled by even higher scoring proposals or, in regard to the second call, the available positions at the chosen UC3M host department have already been allocated within the first Call.

In case of an equal total score, priority will be given to the female candidate.

If applied the above rule, it still maintains equal score, the candidate with higher points obtained in part “Excellence and Implementation of the project” will be selected.



#### 5.4. RESULTS NOTIFICATION

- List with the eligible applicants will be posted after the eligibility phase check.
- A Ranking list after each evaluation phase, Step 1 (AEI) and Step 2 (Interview), respectively, will be posted on the CONEX-Plus Website.
- Applicants will receive the result of the eligibility check and the Evaluation Summary Report (ESR) by email, showing the outcome of the evaluation.
- Proposal status will be displayed during the whole evaluation process on the CONEX-Plus application system.
- 

#### 5.5. REDRESS

Either after the eligibility check or after the each of the steps of the evaluation process, if there is an indication that there has been a procedural shortcoming in the way a proposal has been evaluated during the evaluation process, the applicant may request for redress.

The committee will not call into question the scientific or technical judgement of appropriately qualified experts. A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to fund it or not.

Requests for redress must:

- be raised within 10 working days of the publication of the provisional resolution;
- relate to the evaluation process or eligibility checks process;
- include a clear description of the grounds for complaint.

The internal review committee will examine the request for redress.

A redress committee of the UC3M may be convened to examine the peer review evaluation process. The committee's role is to ensure a coherent interpretation of requests and equal treatment of applicants.

Please note:

- The committee will not call into question the judgment of the individual expert-evaluators, whose qualifications have been already assessed and validated.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the quality assessment of a proposal. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on the other criteria. Unless there is clear evidence of a shortcoming there will be no follow-up or re-evaluation.
- The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.
- Only one request for redress per proposal will be considered by the committee.
- All requests for redress will be treated confidentially.

Applicants will be informed of their decision within 5 days after the Redress Committee has convened.

## 6. FELLOWSHIP IMPLEMENTATION

### 6.1. EMPLOYMENT CONTRACT and REMMUNERATION

Fellows will be offered Full- time employment contracts for 3 years. Employment contracts will include full Social Security coverage and holiday entitlement.

CONEX-Plus is part-funded by the European Commission (EC) and part-funded by UC3M. All CONEX-Plus Fellows will receive:

**Living Allowance:** €34.868,78 per year.

**Mobility Allowance:** €6.334,84 per year.

Fellows will also receive a **monthly research allowance** of €800 for the implementation of their research (specific training, research cost, conference presentations etc.)

Research allowances will be managed in accordance with UC3M regulations and accounting rules.

Fellows commit to an adequate, ethical and efficient management of their research expenses. The funds obtained will be used for the sole purpose of achieving their objectives of the project and its expected results, in accordance with the EC'S COFUND programme and UC3M financial rules.

Additionally, **fellows holding family obligations are entitled to a family allowance** of €4.524,89 per year. Family obligations are defined as:

- persons linked to the fellow by marriage;
- a relationship with equivalent status to a marriage recognised by the legislation of the country where this relationship was formalised;
- dependent children who are actually being maintained by the fellow.

The family status will be determined at the deadline of the call and will not be revised during the fellowship. It will be paid only to fellows who provide evidence for having family obligations.

If the proposal is successfully funded, before formalising the contract, the beneficiaries will have to present the necessary evidence, in order to validate the information provided, as stated in the call text Section 11-Contract Execution.

## 6.2. CAREER DEVELOPMENT PLAN (CPD)

During the project execution, both Fellow and supervisor will prepare a CDP which will contain a scientific part (scientific objectives and how to reach these objectives) and a career development part (career, secondment and training objectives). Their career progress will be monitored based on this document.

Supervisors must support the professional development of the Fellow: and must monitor the progress the Fellow makes towards achieving the scientific objectives as well as the training objectives of their project as stated in the CDP

The CDP will be reviewed twice a year by both the UC3M supervisor and the Fellow.

## 6.3. REPORTING

Reporting will be used to track Fellowship's progress and to address the Commission official reporting. All the activities and measures implemented to issue ethical requirements during the project must be reported as well.

Therefore, Fellows commit to deliver annual scientific reports, secondment-related document, a final report at the end of the Fellowship or any other requested due to its relevance.

Supervisors will also provide an overall assessment of their progress and validate their reports.

## 6.4. DISSEMINATION and COMMUNICATION OF RESULTS

Unless it goes against its legitimate interests, Fellows commit to disseminate, as soon as possible, its results by disclosing them to the public by appropriate means (other than those resulting from protecting or exploiting the results), including in scientific publications.

CONEX Fellows are expected to get involved in outreach activities. Outreach activities will encompass broad interactions with multiple audiences. CONEX Fellows will be requested to collaborate with the University and its Communication Services in a number of dissemination activities, specifically designed to promote the programme and/or their Fellowships.

Each Fellow commits:

- To make at least one poster presentation and at least one oral presentation during an international conference.
- To have at least 3 scientific publications accepted in high-impact, peer-reviewed scientific journals (books and book chapters edited by high-level international editors for the law and humanities areas).
- To participate at least twice in an event aimed at the general public and one targeted to a specific group.
- To make a poster and present it for a final CONEX-Plus poster session.  
To make at least 2 contributions to the CONEX-Plus Website.
- To participate at least in one activity to promote their projects among graduate students from the UC3M

## 6.5. VISIBILITY OF EU FUNDING

Fellows will acknowledge the support of UC3M, the European Commission under the COFUND Fellowship programme, Banco Santander or other funding bodies if applicable, in any related publication or public event.

## 6.6. OPEN ACCESS

Conex-Plus Fellows must ensure open access (OA), free of charge online access for any user, to all peer-reviewed scientific publications relating to its results. In particular, it must:

- A. as soon as possible and at the latest on publication, deposit a copy of the published version or final peer-reviewed manuscript accepted for publication in a repository for scientific publications;
- B. ensure open access to the deposited publication via the repository at the latest:
  - I. on publication, if an electronic version is available for free via the publisher, or
  - II. within 6 months of publication (12 months for publications in the social sciences and humanities) in any other case.
  - III. ensure open access — via the repository — to the bibliographic metadata that identifies the deposited publication.

UC3M has been committed with the OA movement since June 2006, with the creation of the University's institutional repository e-Archivo. The repository is connected to the European portal OpenAIRE. It's highly recommended its use against other repositories.

Fellows can self-archive their publications (via green Open Access) in the CRIS Management System (UXXI-IAI), whereupon Library staff, once validated, exports research results to e-Archivo.

## 6.7. INTELLECTUAL PROPERTY RIGHTS

Universidad Carlos III de Madrid will have ownership of the exploitation rights of the results, both intellectual and industrial rights, generated by the project.

The fellows will keep all moral rights to their work. The researcher fellow is entitled to benefit from the exploitation of the results of the project, according to the "[Regulation for the protection of the research results at Universidad Carlos III de Madrid](#)".

The sharing of these benefits between UC3M and the fellow is governed by this regulation. IPR issues will also be covered in the Partnership Agreement that will be signed with the secondment host organisations.

## 7. CONEX-Plus HELPDESK:

CONEX-Plus Helpdesk service, contactable by phone and e-mail) will be run by the PMT and available for the duration of the CONEX-Plus programme. The Helpdesk will provide applicants and UC3M potential supervisors with information about the calls, recruitment conditions, the use of CEMS+, the redress procedure etc.

Email Contact: [conex@uc3m.es](mailto:conex@uc3m.es)

Phone number: +00 34 91 624 9776

**Please, take into account that UC3M will close from August 5<sup>th</sup> to 20<sup>th</sup> and the helpdesk won't be available during these days.**

## ANNEX 1- DEFINITIONS

**Academic organisations** include Public or private higher education establishments awarding academic degrees, public or private non-profit research organisations whose primary mission is to pursue research and IEIOs<sup>1</sup>.

**Non-Academic organisations** include any socio-economic actor not included in the academic sector. A possible non-academic organisation could be a profit institution involved in research or innovation activities such as businesses, SMEs, multi-national companies, as well as NGOs, public sector entities, governmental bodies, charities etc.

**Member States (MS):** are member states of the European Union (EU), including their overseas departments.

**Associated Country (AC):** means a third country which is party to an international agreement with the Union.

**Third Country:** Non-Associated Third Countries (TC) are countries which are neither MS nor AC.

**Secondments:** are mandatory period(s) spent by the fellow in a host organisation and imply mobility to a partner organisation in an MS or AC with specific supervision arrangements. Secondments have a clear impact on the project, are planned before, and have a particular scope.

**Short visits** imply mobility to another location outside the physical premises of the beneficiary. Short visits can only represent a small part, i.e. of a few days. The work done is supervised directly by the UC3M supervisor.

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<sup>1</sup> International European Interest Organisation (IEIO) In accordance with article 9.2 of the [Rules for Participation in H2020 the IEIO will be](#) considered as an *Academic* organisation and deemed to be established in a MS or AC other than any MS or AC in which the other participants in the same project are established. (Examples of IEIO include CERN and EMBL and all other members of European Intergovernmental scientific Research Organisations (EIROForum)).



## ANNEX 2- AEI RESEARCH AREAS

AEI RESEARCH AREAS
Area 1. CSO / Social sciences
Area 2. DER / Law
Area 3. ECO / Economics
Area 4. MLP / Mind, language and thinking
Area 5. FLA / Culture: Philosophy, literature and art
Area 6. PHA / Estudios of the past: History and archeology
Area 7. EDU / Education sciences
Area 8. PSI / Psychology
Area 9. MTM / Mathematical sciences
Area 10. FIS / Physical sciences
Area 11. PIN / Industrial production, civil engineering and engineerings for society
Area 12. TIC / Information and communication technologies
Area 13. EYT / Energy and transports
Area 14. CTQ / Chemical sciences and technologies
Area 15. MAT / Materials sciences and technologies
Area 16. CTM / Environmental sciences and technologies
Area 17. CAA / Agricultural and agri-food sciences
Area 18. BIO / Bioscience and biotechnology
Area 19. BME / Biomedicine

## ANNEX 3- LIST OF ELIGIBLE EU MEMBER STATES AND ASSOCIATED COUNTRIES

List of the eligible EU Member States and Associated Countries:

- In regard to the Reintegration Fellowship Scheme, candidates must be national or long-term resident (a period of full-time research activity for at least 5 consecutive years) of a Member State or Associate Country to Horizon 2020.
- In regard to secondments, organisations must be located in any of these countries.

LIST OF COUNTRIES FOR SECONDMENTS	
Albania	Latvia
Armenia	Lithuania
Austria	Luxemburg
Belgium	Malta
Bosnia and Herzegovina	Moldova
Bulgaria	Montenegro
Croatia	Netherlands
Cyprus	North Macedonia
Czech Republic	Norway
Denmark	Poland
Estonia	Portugal
Faroe Islands	Romania
Finland	Serbia
France	Slovakia
Georgia	Slovenia
Germany	Spain
Greece	Sweden
Hungary	Switzerland
Iceland	Tunisia
Ireland	Turkey
Israel	Ukraine
Italy	United Kingdom

