

2015 FINANCIAL AID PROGRAMME FOR RESEARCHERS

GUIDE FOR APPLICANTS

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Bizkaia:talent, non-profit-making Association, part of the Economic Promotion Department of Bizkaia Provincial Government (D.F.B./B.F.A.), has the mission of impelling and fostering the conditions and processes for retaining, attracting and involving highly skilled persons, by promoting the innovation and advanced knowledge areas of Bizkaia's organisations.

Bizkaia:talent is made up of the following members: Bilbao Bizkaia Kutxa (BBK), BEAZ, CIC bioGUNE, Iberdrola, Idom, Industria de Turbo Propulsores (ITP), Mondragón, Sener, Deusto University, University of the Basque Country, Tecnalia Research & Innovation, IK4 Research Alliance, and the County Council of Bizkaia, the office of Association President being held by the latter institution's Economic Promotion Department.

Within this framework, bizkaia:talent presents the **2015 Financial Aid Programme for researchers**, with the aim of impelling and facilitating the promotion, training and involvement of researchers, wanting to develop their career in association with technology centres, foundations, associations and universities which carry their activity in the Historic Territory of Bizkaia. The Financial Aid Programme for researchers aims to boost the knowledge and innovating ability of Biscayan researchers, and to increase their critical mass.

FINANCIAL AID PROGRAMME FOR RESEARCHERS

1. PURPOSE

The 2015 Financial Aid Programme for Researchers aims to support, link, train and enhance the professional career of experienced researchers developing their own research project in strategic research areas, and in association with research organisations based in the Historic Territory of Bizkaia (Spain).

This programme aims to set and determine the aid awarding criteria for:

- Support the integration in Bizkaia of experienced researchers allowing them to develop a research project in a research organisation based in Bizkaia.
- Support to the linking of external collaborators who initiates innovative projects in Bizkaia, allowing very experienced researchers to build collaborations and develop innovative research projects with Biscayan organisations.
- Support the training of qualified people abroad, offering researchers willing to develop a career in Bizkaia the opportunity to develop a research project and to enhance their career.

This programme is co-funded by the European Commission under the 7th Framework Programme (People – Marie Curie Actions) and aims to reinforce the scientific capacity of the region, by attracting experienced and senior researchers, enhancing transfer of knowledge, strengthening its networks abroad and reaching an adequate number of researchers. It also aims to promote the development of the research activities and of the economic growth of Bizkaia and of Europe and to contribute to the professional development of researchers.

2. AMOUNT OF FUNDING

900.000 Euros.

3. BENEFICIARIES

The applications must be presented jointly by an experienced researcher and by a host institution based in the Historic Territory of Bizkaia in relation with which the researcher will develop his/her scientific project.

The **eligibility criteria** that apply are:

a. Experienced researcher presenting a research project, having:

- A PhD or at least four years of full-time equivalent research experience (More than ten years of full-time equivalent research experience is necessary in Mode 2)
- Not worked in the Country of the host organisation for more than 12 months in the last 3 years at the moment of the call deadline
- Willingness to develop their own research project and skills, in collaboration with an organisation based in Bizkaia, or
- Initiate innovative projects in Bizkaia, and to built collaboration with Biscayan organisations, or
- Want to develop in an innovative research project in Bizkaia and need to do top-level specialized training at an international centre.

b. Host institution based in the Historic Territory of Bizkaia in relation to the researcher who will develop his/her scientific project.

It must comply with the following requirements:

- Firms, Universities, Associations and Foundations domiciled for tax purposes in Bizkaia or entities with a working centre in the Historic Territory of Bizkaia.
- Willingness to support experienced researchers coming or returning to Bizkaia to develop a research project in a research organisation based in Bizkaia, or
- Willingness to bring in and involve experienced researchers with more than 10 years experience and proven international experience, in innovative projects located in Bizkaia.
- Willingness to give the opportunity to experienced researchers wanting to pursue their career in the Bizkaia-based participant organisation, to develop a research project and to enhance their skills in international and prestigious organisations abroad.

Note:

Applications from organisations with a centre in the Historic Territory of Bizkaia out of which the researcher who is the subject of the aid will be able to work/research, will also be assessed, even though the organisation is not domiciled for tax purposes in Bizkaia.

Beneficiary organisations must have their own legal personality and be up to date with their tax and public law obligations and their Social Security contributions.

The conditions described here must be proven with documents at the time of submitting the application and throughout the process until the aid is paid.

4. STRATEGIC INTEREST AREAS

The Researchers who are the subject of the aid must, preferably, engage in their activity in one of the following strategic areas:

- *Aeronautics.*
- *Automotive industry.*
- *Aerospace Engineering.*
- *Biomedicine.*
- *Biotechnology.*
- *Ecological (environment-friendly) innovation:* Especially, environmental sciences and technologies. Meteorology and climatology.
- *Energy:* Especially, the areas of energy distribution, quality, efficiency and saving. Bringing in renewable energies. Wind, solar and wave energy. Production of biofuel, and fuel and hydrogen cells.
- *Electricity – Electronics.*
- *New materials:* Especially, the areas of steel, the metallurgical industry, electronic material and biomaterials.
- *Agrifood and agrifishery resources and technologies.*
- *Telecommunications.*
- *Virtual Reality Areas.*

- *Evolving and generating of networks.*
- *Language infoengineering.*
- *Environmental Intelligence:* Especially, the areas of information sensor networks; virtual, enhanced and mixed reality; content processing technologies; biometric technologies; person-device interfaces; semantic technologies and assistive technologies.
- *The extended Digital Business.*
- *New technologies.*

Applications from researchers who carry on their activity in areas different from those specified in this document will also be assessed, provided that the project and/or person justifies it.

5. MODES OF FINANCIAL AID

The present Financial Aid Programme for researchers is organised around three schemes:

- **Mode 1:** Support the integration in Bizkaia of experienced researchers (Incoming mobility and Reintegration).
- **Mode 2:** Support to the linking of external collaborators who initiates innovative projects in Bizkaia (Incoming mobility - Experienced researchers with more than 10 years of experience).
- **Mode 3:** Support for the training of qualified people abroad, with a return phase to Bizkaia (Outgoing mobility).

1) Requirements

For all three schemes, the applicants shall comply with the Eligibility Criteria and provide the relevant documentation. Applications shall also comply with the following requirements for each mode:

A. MODE 1 - Support the integration in Bizkaia of experienced researchers

The concept behind Mode 1 is to establish a long term collaboration between the host institution and the researcher, being researchers, the main focus for bizkaia:talent. The grant will correspond up to **100% of the living allowance of the researcher**, starting from the fellow's contract date in the organisation, **during up to the first three years of employment**. If so, the remaining amount of the salary will be supported by the host organisation.

Requirements/obligations of the skilled personnel:

- A PhD or at least four years of full-time equivalent research experience
- Not worked in the Country of the host organisation for more than 12 months in the last 3 years at the moment of the call deadline
- Willingness to develop their own research project and skills, in collaboration with an organisation based in Bizkaia

Requirements/obligations of the beneficiary organisation:

- Firms, Universities, Associations and Foundations domiciled for tax purposes in Bizkaia or organisations with a working centre in the Historic Territory of Bizkaia
- Willingness to support experienced researchers coming or returning to Bizkaia to develop a research project in a research organisation based in Bizkaia
- Effective guarantees for the employment and functional integration of the researcher contracted by the beneficiary entity.
- Commitment to take charge of the trainings necessities of the contracted researcher, in accordance with his/her Career Development Plan.
- Commitment to provide the researcher with a long term contract of employment, foreseeing an entitlement to a competitive yearly gross salary for a full time contract with full social security coverage, depending on the experience of the researcher.
- Commitment to provide the researcher with the same benefits as any other worker, according to the host organisation's standards and will be provided with adequate and equitable social security provision.
- Manifest solvency of the hiring organisation.

- Being up to date with meeting its tax, company, labour, trading and administrative obligations as demanded by current legislation.
- Notify bizkaia:talent of grants or financial aid obtained from any Public or Private, Spanish national or international, Authorities or Bodies, for the same purpose as the granting of the aid described here.
- Keep the documentary proof of the spending of the aid received, since it may be subject to checking and control actions.
- The beneficiary organisation is obliged to notify bizkaia:talent of any arising circumstance that will alter or hinder the hiring or the doing of the activity for which the aid is granted.
- The beneficiary organisation is obliged to submit to bizkaia:talent six-monthly follow-up reports made by the person who is the subject of the aid, setting out his or her duties, activities performed and results obtained.
- The beneficiary organisation is obliged to submit to bizkaia:talent, at the end of the aid period, a final report containing a description of the work done, an assessment of it, benefits obtained for the organisation and the person who is the subject of the aid, and the prospects for the future relationship between the two parties.
- Bizkaia:talent reserves the right to suspend and/or cancel the aid granted when the organisation is not up to date with its obligations to bizkaia:talent under the collaboration agreement governing the granting of the aid (Agreement governing the granting of financial aid by the "association supporting the mobility of persons skilled in innovation and knowledge, bizkaia:talent" under the aid programme).

B. MODE 2 - Support to the linking of external collaborators who initiates innovative projects in Bizkaia

This scheme will allow very experienced researchers to build collaborations and develop innovative research projects with Biscayan organisations.

The spirit of Mode 2 is to create short-medium term collaborations that benefit researchers' career. This mode is appropriate for punctual collaborations between researchers and host organisations on a certain project. The researcher is taking part in the project, but his/her stay in Bizkaia is not intended to be permanent. This collaboration is defined by the researcher for a limited time-frame.

Bizkaia:talent contribution covers up to 61.000€/year of the researcher's living allowance¹ for a maximum of 2 years. The cost above that yearly limit will be paid by the host organisation in Bizkaia.

Requirements/obligations of the skilled personnel:

- At least ten years of full-time equivalent research experience.
- Not worked in the Country of the host organisation for more than 12 months in the last 3 years at the moment of the call deadline.
- Participate in innovative projects in Bizkaia, and to built collaboration with Biscayan organisations.
- Notify bizkaia:talent of grants or financial aid obtained from any Public or Private, Spanish national or international, Authorities or Bodies, for the same purpose as the granting of the aid described here.
- Keep the documentary proof of the spending of the aid received, since it may be subject to checking and control actions.
- Notify bizkaia:talent of any arising circumstance that will alter or hinder the doing of the activity for which the aid is granted.

Requirements/obligations of the beneficiary organisation:

- Firms, Universities, Associations and Foundations domiciled for tax purposes in Bizkaia or organisations with a working centre in the Historic Territory of Bizkaia.
- Willingness to bring in and involve experienced researchers with more than 10 years experience and proven international experience, in innovative projects located in Bizkaia.
- Effective guarantees for the employment and functional integration of the researcher contracted by the beneficiary entity.
- Commitment to take charge of the trainings necessities of the contracted researcher, in accordance with his/her Career Development Plan.
- The contract foresees an entitlement to a competitive gross salary
- The beneficiary organisation will provide the researcher with a competitive gross salary. Depending on the choice of the researcher and to the needs and progress of the project, the researcher can receive either:

¹ Amount to be paid to the researcher for the provision of his/her professional services.

- an employment contract with full social security (short or long term contracts, or freelance contract), or
- stipends, with limited social security.

The type of contractual agreement chosen for the project should be duly justified in the application.

- Commitment to pay the extra charges of a project, if the costs are higher than the maximum amount allocated by bizkaia:talent for the living allowance of a researcher participating in a single project (61.000€/year).
- Manifest solvency of the organisation.
- Being up to date with meeting its tax, company, labour, trading and administrative obligations as demanded by current legislation.
- Notify bizkaia:talent of grants or financial aid obtained from any Public or Private, Spanish national or international, Authorities or Bodies, for the same purpose as the granting of the aid described here.
- Keep the documentary proof of the spending of the aid received, since it may be subject to checking and control actions.
- The beneficiary organisation is obliged to notify bizkaia:talent of any arising circumstance that will alter or hinder the doing of the activity for which the aid is granted.
- The beneficiary organisation is obliged to submit to bizkaia:talent six-monthly follow-up reports made by the person who is the subject of the aid, setting out his or her duties, activities performed and results obtained.
- The beneficiary organisation is obliged to present to bizkaia:talent, at the end of the aid period, a final report containing a description of the work done, an assessment of it, benefits obtained from the co-work and the prospects for the future relationship between the two parties.
- Bizkaia:talent reserves the right to suspend and/or cancel the aid granted when the organisation is not up to date with its obligations to bizkaia:talent under the collaboration agreement governing the granting of the aid (Agreement governing the granting of financial aid by the "association supporting the mobility of persons skilled in innovation and knowledge, bizkaia:talent" under the aid programme).

C. MODE 3 - Support for the training of qualified people abroad, with a return phase to Bizkaia

This scheme offers researchers willing to develop a career in Bizkaia the opportunity to develop a research project and to enhance their skills in international and prestigious organisations. The grant covers up to 100% of the researcher's mobility, travel and living allowance for a duration comprised between 3 months and 3 years.

The grant received will cover, partially or completely the mobility allowance², travel allowance³ and living allowance⁴ of the researcher, depending on the candidate's evaluation and the degree of interest of the project.

All researchers will benefit from social security coverage and of all the benefits foreseen by the host organisation's standards.

Requirements / obligations of the skilled personnel:

- A PhD or at least four years of full-time equivalent research experience
- Not worked in the Country of the outgoing host organisation for more than 12 months in the last 3 years at the moment of the call deadline
- Want to develop in an innovative research project in Bizkaia and need to do top-level specialized training at an international centre.
- In this Mode, the training is understood as:
 - o Primarily, training-through-research under supervision by means of an individual personalised project;
 - o Hands-on training activities for developing scientific (new techniques or instruments, etc.) and complementary skills (communication techniques, proposal preparation to request funding, patent applications, project management, task coordination, technical or scientific staff supervision, etc.)
 - o Inter-sectoral (private – public sector) or interdisciplinary transfer of knowledge,
 - o Developing capacity to build collaborations, in particular through participation in conferences

² Covers the expenses linked to the relocation of the researcher in the host country.

³ Covers the researcher's travel expenses from the place of origin to the host organisation.

⁴ Amount to be paid to the researcher for the provision of his/her professional services.

- Taking active part in the management (including financial management) of research projects,
 - Developing organisational skills through organisation of training or dissemination events.
- Commitment to returning to Bizkaia once the period of training ends, to join the organisation located in the Historic Territory with which the application has been carried out

Requirements/obligations of the beneficiary organisation:

- Firms, Universities, Associations and Foundations domiciled for tax purposes in Bizkaia or organisations with a working centre in the Historic Territory of Bizkaia
- Willingness to give the opportunity to experienced researchers wanting to pursue their career in the Bizkaia-based participant organisation, to develop a research project and to enhance their skills in international and prestigious organisations abroad.
- Effective guarantees for the employment and functional integration of the researcher contracted by the beneficiary entity, in both the beneficiary host organisation at the end of the outgoing period and in the outgoing host organisation during the outgoing period.
- Commitment of the beneficiary host organisation to take charge of the trainings necessities of the contracted researcher, in accordance to his/her Career Development Plan.
- Commitment to provide the researcher with an indefinite contract of employment, foreseeing an entitlement to a competitive yearly gross salary for a full time contract with full social security coverage, depending on the experience of the researcher. The researcher might not or might already work for the return-host organisation based in Bizkaia, in which case their contract might be adapted to the requirements of the call.
- Guarantee the reintegration of the applicant in an appropriate position (with better working conditions or with more responsibilities than what would have been offered before the training) at the end of the outgoing phase.
- Commitment to host the beneficiary researcher at the end of his/her outgoing period abroad, and to carry on paying the researcher according to the terms of the employment contract.

- The beneficiary organisation will manage the grant and distribute the funding adequately throughout the grant duration, to pay the fellow's expenses (living, travel and mobility allowance) during the outgoing phase.
- Manifest solvency of the organisation.
- Being up to date with meeting its tax, company, labour, trading and administrative obligations as demanded by current legislation.
- Notify bizkaia:talent of grants or financial aid obtained from any Public or Private, Spanish national or international, Authorities or Bodies, for the same purpose as the granting of the aid described here.
- Keep the documentary proof of the spending of the aid received, since it may be subject to checking and control actions.
- The beneficiary organisation is obliged to notify bizkaia:talent of any arising circumstance that will alter or hinder the doing of the activity for which the aid is granted.
- The beneficiary organisation is obliged to submit to bizkaia:talent six-monthly follow-up reports made by the person who is the subject of the aid, setting out his or her duties, activities performed and results obtained.
- The beneficiary organisation is obliged to present to bizkaia:talent, at the end of the aid period, a final report containing a description of the work done, an assessment of it, benefits obtained from the co-work and the prospects for the future relationship between the two parties.
- Bizkaia:talent reserves the right to suspend and/or cancel the aid granted when the organisation is not up to date with its obligations to bizkaia:talent under the collaboration agreement governing the granting of the aid (Agreement governing the granting of financial aid by the "association supporting the mobility of persons skilled in innovation and knowledge, bizkaia:talent" under the aid programme).

2) Documents to be provided by the applicants

Please refer to [Appendix I](#) for the list of documents to be provided by the applicants in each Mode.

3) Employment conditions

In all three modes, the fellows will benefit from employment conditions that meet the regional, national and European standards.

For the three modes, the Spanish Law will govern any other aspect not set in the employment contract and, in particular, the Statute of Workers, approved in the Spanish Royal Law 1/1995 of march 24 (Spanish Official Bulletin of March 29).

The host organisation should also comply with the requirements of flexibility and should offer the possibility to combine family and work. This aspect will be assessed during the evaluation phase by the Scientific Evaluation Committee. Non-standard career path should also be seen positively by the host institution and will be evaluated by the Scientific Evaluation Committee. Even more, in order to ease the integration of the researcher in the assigned centre, conditions in force at the time in relation with the work time (schedule, vacations, break time, etc.) shall be fully applicable to the researcher.

Bizkaia:talent is aware of the importance of the principles defined in the "European Charter for Researchers and the Code of conduct for the recruitment of researchers"⁵ and encourages all the awarded researchers and research institutions to follow these guidelines.

⁵ Available online, at: <http://ec.europa.eu/euraxess/index.cfm/rights/europeanCharter>

6. OTHER ASPECTS OF INTEREST

1) Applications

a. General application information

The information relating to this call for submissions is available from www.bizkaiatalent.org and <http://bt-rea.org>, or from our Association headquarters (Bizkaia Science and Technology Park, Laga Bidea, Building 804, Mod. 300, 48160 Derio), from Monday to Friday from 9:00 to 14:00 hours.

Eligible organisations and persons who wish to participate in the 2015 aid programme, may request support with filling in the forms correctly via email (informacion@bizkaiatalent.org), by telephone (+ 34 94 479 54 28) or in person at bizkaia:talent's premises.

Bizkaia:talent will require the duly completed application and the required documentation to be submitted by 11 May at the latest.

Organisations participating may submit as many applications as they deem appropriate. Bizkaia:talent, may make one or more financial aid awards to the same organisation if the requirements are met and it sees fit. Each application must be supported by both parties – the organisation and the researcher who is the subject of the aid.

Bizkaia:talent may require whatever documentation and/or complimentary information it considers necessary to properly understand and assess the submitted application. Organisations will be responsible of the veracity and authenticity of the information and documentation provided during the process.

b. Support to applicants

Bizkaia:talent's administration team carries out a complete checking of the application form.

In case of absence of documents, the candidate may be contacted if something is missing, if the call's deadline allows it and according to the availability of bizkaia:talent's staff.

Candidates can contact bizkaia:talent's administration if an error is noticed. They also can contact bizkaia:talent by telephone, mail or by going directly to the

organisation's office if they have any question. Moreover, a FAQ section is also available on the website, with answers to common questions about the programme.

c. Online registration

The required documentation must be submitted exclusively via the Website (www.bizkaia:talent.org and <http://bt-rea.org>). An account with username and password will be necessary. The first step of the submission process is to fill out the required form. Then, the applicant is asked to upload the researcher's CV and the required documents in the dedicated section (depending on the chosen mode). The informatics system will only allow the organisation to enter the necessary data, additional information will not be assessed by bizkaia:talent.

Applicants may register and upload the documents at different times before submitting the application, before the deadline.

After online registration, the applicants can check the status of the selection process, by entering the restricted area of bizkaia:talent's website. At the end of the selection process, the result of the application (positive or negative) will appear on the personal page. The list of the awarded fellows for each mode will also be published on our website (www.bizkaia:talent.org and <http://bt-rea.org>).

2) Selection process

The phases of the selection process are:

1. **Eligibility Criteria check Phase:** An initial screening of applications that satisfy the eligibility requirement, before the evaluation process starts. This phase is carried out by the staff of bizkaia:talent.
2. **Evaluation phase:** It consists in an analysis (against transparent selection/evaluation criteria) of the file of the applicant by the evaluators.

The applications are peer reviewed by a Scientific Evaluation Committee composed of independent experts, coming from different sectors (private and public), and disciplines, with relevant experience to assess the candidates.

The panel will assess and verify the overall potential of researchers, and that their research career path is solid and coherent. Each member will analyse the file of the candidates, including the experience accumulated in the previous years and the presented results (including patents, publication and teaching experience). Independent thinking and leadership qualities reached in their career will be studied by the evaluators. The evaluators will give a mark to the application

The evaluators may have the opportunity to verify the elements given in the written application and to assess the motivations of the researcher, together with the co-beneficiary organisation.

In exceptional circumstances, and if justified by the organisation/researcher, bizkaia:talent will also consider the possibility of a remote interview by teleconference means, if appropriate, and under the responsibility of the applicant. If for any reason (including technical reasons) the interview could not take place, the application will automatically be withdrawn of the evaluation process, without possibility of reclamation.

3. **Validation phase:** The panel will give an overall mark regarding the overall application reaching a consensus. The final ranking of the applications will be presented to the Board of Directors, which will formally agree on the list of awardees.

The following figure illustrates the whole process of selection:

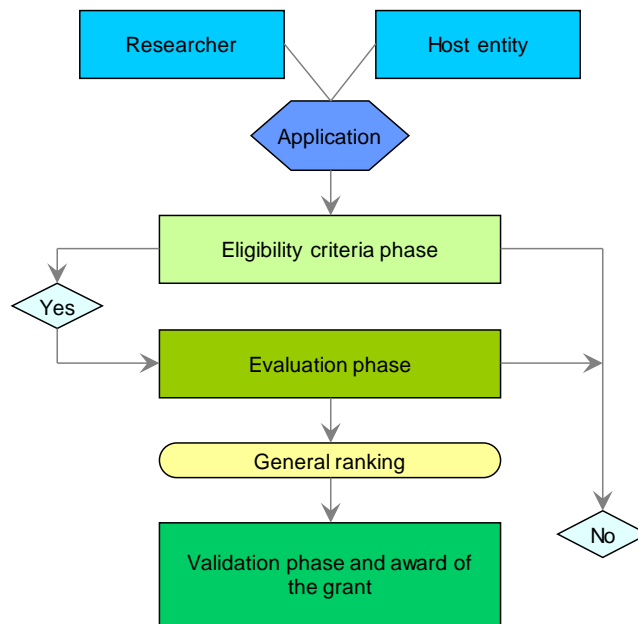


Figure 1: Selection process

3) Assessing applications

Applications will be assessed on the following criteria during the evaluation process:

- **Initial training:** the academic record is assessed, including the type of diploma, prizes and distinctions.
- **Professional experience and competence:** the experience in the field of the project, outstanding results (patents development, publications, participation in conferences, direction of PhD thesis, management of research and innovation, leadership, public awareness activities, teaching, knowledge transfer) and diversified career path are assessed.
- **Quality of the research project, including career development perspectives:** the project of the researcher and how it fits with the strategy of the host organisation will be assessed. Its sustainability (including ethical issues) as well as how the project fits in the researcher's career development prospects will be examined carefully. The capacity of the host organisation in Bizkaia and when applicable the outgoing host organisation will also be assessed (capacity of the teams, premises, laboratories, working conditions...).

Table 1: Scores of assessment criteria during the evaluation process (Researchers with between 4 and 10 years of experience)

Assessment Criteria	Mode 1: Support the integration in Bizkaia of experienced researchers	Mode 2: Support to the linking of external collaborators who participate in innovative projects in Bizkaia	Mode 3: Support for the training of qualified people abroad
Initial training	15	N/A	15
Professional experience	45	N/A	25
Quality of the research project, including career development perspectives	40	N/A	60
Total	100	N/A	100

Table 2: Scores of assessment criteria during the evaluation process (Researchers with more than 10 years of experience)

Assessment Criteria	Mode 1: Support the integration in Bizkaia of experienced researchers	Mode 2: Support to the linking of external collaborators who participate in innovative projects in Bizkaia	Mode 3: Support for the training of qualified people abroad
Initial training	10	5	10
Professional experience	50	40	30
Quality of the research project, including career development perspectives	40	55	60
Total	100	100	100

In the event of a tie between two or more candidates, the award will be based on:

- The result of the interview(s) carried out by the panel appointed for this call for submissions.

The hiring of highly skilled women will be assessed positively.

Bizkaia:talent might abandon the call for tenders because of:

- A lack of candidates.
- The submitted applications not meeting the Association's expectations and aims.

4) Award procedure

The aid will be awarded:

- On merit, competitively amongst the applications submitted within the set period.
- To those applications which have obtained a higher score, in accordance with the criteria set out in this document, the total limit of the aids to be granted being the amount set out in the amount of aid section: 900 000 Euros.

Bizkaia:talent, may make financial contributions of a different amount to the beneficiary candidates depending on the recommendations of the Scientific Evaluation Committee and of the final mark, if needed.

Awarding of the aid will always be done once a Collaboration Agreement has been signed between the beneficiary organisation and bizkaia:talent.

A. MODE 1 - Support the integration in Bizkaia of experienced researchers

The candidates selected by bizkaia:talent, once all the obligations have been fulfilled by the applicant organisation, will receive the amount of aid agreed in the Collaboration Agreement.

The aid awarded by bizkaia:talent, will be divided up and paid during up to three-year. The total amount may be up to 100% of the total gross pay which the beneficiary researcher receives during up to the first three years of the labour relationship.

Form of payment of the aid granted: It will be paid *pro rata* monthly, with the first payment being made once the contract between the researcher and the host organisation has been concluded; the beneficiary researcher will be required to be registered with Social Security.

B. MODE 2 - Support to the linking of external collaborators who initiates innovative projects in Bizkaia

The candidates selected by bizkaia:talent, once all the obligations have been fulfilled by the person who is the subject of the aid or, if applicable, by the applicant organisation, will receive the amount of aid agreed in the Collaboration Agreement.

The amount of the financial contribution will finance, in part or in full, the stipends or salary, up to a maximum of 61,000 euros per year.

Form of payment of the aid granted: It will be divided up and paid out on the basis of direct negotiation between the organisation and bizkaia:talent.

C. MODE 3 - Support for the training of qualified people abroad, with a return phase to Bizkaia

The candidates selected by bizkaia:talent, once all the obligations have been fulfilled by the researcher and by the applicant host organisation, will receive the amount of aid agreed in the Collaboration Agreement.

The amount of the financial contribution will cover partially or completely the mobility, travel and living allowance of the researcher, depending on the candidate's evaluation and the degree of interest of the project, for a duration comprised between three months and three years.

Form of payment of the aid granted: The grant will be allocated directly to the return-host organisation based in Bizkaia, which will then pay the fellow's expenses (living, travel and mobility allowance) during the outgoing phase. When returning to Bizkaia, the host organisation will carry on paying the researcher according to the terms of the employment contract. The aid will be divided up and paid out on the basis of direct negotiation between the organisation and bizkaia:talent.

5) Decision-making process

The granting and, if applicable, the amount or refusal of the aid will be determined by the score obtained in each application and their overall ranking. Bizkaia:talent will notify the applicants of the success of their application; will publish on its website the final list of aid beneficiaries, and will begin processing their payments.

Applying for financial aid, in any of its modes, will automatically entail full acceptance by the applicant of all that is set out in the present document governing the aid programme.

Bizkaia:talent alone will be competent to resolve questions that might arise in interpreting and applying the terms contained in this document, and the Association reserves the right to take such decisions as it freely considers to be in the spirit of the present call for submissions.

6) Indicative timetable

The following indicative calendar will be applied to the 2015 Financial Aid Programme for Researchers' call:

- Application deadline: 11 May 2015
- Evaluation phase: May - June 2015
- Results and award of the grant: June- July 2015
- Contract for the fellowship: June- July 2015

The general rule is that the awarded researchers can start their fellowships from the moment the contract between bizkaia:talent, and the institution is signed. However, some fellowships may exceptionally start before this date, if it is an absolute need for the project or if it is in the best interest of the researcher. In any case, the fellowship must not start before the call's deadline (11th May).

7) Feedback to applicants

At the end of each phase of the selection process, applicants will receive feedback.

Applicants are contacted directly by bizkaia:talent by phone, e-mail and/or by post, in order to inform them about the success of their application after each selection phase

8) Complaints

In the case of complaint from applicants, he/she will have 7 days from the day they receive the results of their application at any stage, to express a request for redress. In this case, after the "eligibility criteria phase", bizkaia:talent will set up a committee composed by two members of the Board of Directors, who will evaluate the work done by bizkaia:talent. If an error is noticed at this time, the application will go through to the evaluation phase and follow the normal evaluation process.

If an applicant believes there have been shortcomings during the evaluation process, a redress committee, composed of two external evaluators, will be set up. If an error is noticed, all or part of the proposal will be re-evaluated.

9) Review process, following the award of the grant

After the grants have been awarded to the successful applicants, they are asked to sign a contract with bizkaia:talent. It requires the applicant to deliver the following documents:

- A report on the development of the project every 6 month, provided by the researchers, where they describe their work in the host entity and report freely on their feelings about how it is carried out.
- A final report where the outcomes of the research project are presented by the host entity at the end of the funded period. It describes the work carried out by the researchers, its promotion, the benefits of the funded collaboration for the host entity, and the future development of the collaboration between the two parties. In mode 3, this report must be produced jointly by the host organisation and by the home organisation based in Bizkaia.

By providing these documents, the applicant assesses that the research work is carried out and that the conditions of the fellowship complies with the terms of the contract and to check the career progression of the researcher. It is also a tool for bizkaia:talent to monitor the project, follow up the progress of the collaboration and check its effectiveness.

10) Currency of the present aid programme:

The call for submissions will remain open up to and including 11 May 2015. The outcome will be notified direct to those selected and will be made public on our website, www.bizkaiaitalent.org and <http://bt-rea.org> .

Should bizkaia:talent issue new calls for submissions, it may keep to the criteria set out in this document or modify their content in whole or in part.

Bizkaia:talent will set a new time limit for accepting applications, re-opening this call for submissions for financial aid, if:

- a) The applications received up until 11 May 2015 do not meet the expectations of this call for submissions and/or are not in keeping with its spirit.
- b) The applications which bizkaia:talent considers eligible to benefit, do not take up the whole of the 900.000 euros fund.
- c) Bizkaia:talent states that it is abandoning the call for submissions due to a lack of candidates.

11) Cancellation of the aid

- a) In the event that the labour relationship is terminated between the applicant organisation and fellow before the end of the funded period, the payment of the aid to the recipient organisation shall be stopped. It is also obliged to refund the amount of aid received up to the labour relationship end time, if already perceived.
- b) When the applicant organisation or the researcher did not meet the requirements set out in this publication at the time the aid was granted, or a condition or requirement has arisen which would have made it impossible for either party to access or be chosen for obtaining the aid.

12) Incompatible factors

The organisation benefiting from the financial aid has an obligation to notify bizkaia:talent of grants or financial aid obtained from any Public or Private, Spanish national or international, Authorities or Bodies, for the same purpose as the granting of the aid described here, ensuring that there is no double financing.

In any case, the total amount of financial aid and grants for the same purpose may not exceed the total labour cost (gross annual salary plus employer's Social Security contributions) of the fellow researcher during the total period of currency of the aid. Should the sum of the forms of aid received by the host organisation, for the same purpose as that described in this document, exceed the sum of the total labour cost for the period of currency of the bizkaia:talent financial aid, the amount of the aid will be assessed and, if applicable, reduced to the set limit.

In the same way, nor may the aid exceed the total training cost in the event that the organisation receives other forms of aid or grants for this purpose. Bizkaia:talent will assess in each case the amount received for training via other types of financial aid or grant and, if applicable, will reduce the amount of its aid. Should the external advisor receive other forms of financial aid or grant for the same purpose, she/he must notify bizkaia:talent of their aim and what they are to be spent on. Bizkaia:talent will assess in each case the amount received via other types of financial aid or grant and, if applicable, will reduce the amount of its aid.

13) Ethical principles

a. Ethical issues that might appear in an applicant's research

During the Remote evaluation phase, the Scientific Evaluation Committee will proceed with an evaluation of the ethical matters at the moment of the evaluation and that might appear during the research implementation, particularly in the following fields, where research institutions in Bizkaia are active:

- Biotechnology
- Biomedicine
- Pharmaceutical and health industry

If the review process carried out by the Scientific Evaluation Committee reveals that the project would be against regional, national or European ethical principles, the Research Plan will be rejected. If the research project refers to one of the ethical in particular in the fields listed below, applicants will have to justify that their project complies with the national law:

- Interventions on human beings;
- The use of human embryonic stem cells (hESC); and/or
- The use of non-human primates.
- Informed consent
- Human embryonic stem cells
- Privacy and data protection
- Use of human biological samples and data
- Research on animals
- Research in developing countries
- Dual use

Written evidence of the ethical approval of a relevant body such as the Clinical Research Ethical Committee (Comité Ético de Investigación Clínica (CEIC)), must be requested for examination by bizkaia:talent prior to the funding of any successful research proposal.

The following areas will be excluded from funding:

- Research activity aiming at human cloning for reproductive purposes.
- Research activity intended to modify the genetic heritage of human beings which could make such changes heritable (Research related to cancer treatment of the gonads can be financed).
- Research activities intended to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer.

b. Ethical rules and processes implemented at the host organisation.

Applicant organisations which host a researcher shall comply with all the principles contained in the following legal basis:

- the Declaration of Helsinki (Edinburgh, 2000),
- the European Convention for the Protection of Human Rights and Dignity of the Human Being
- the Universal Declaration on Bioethics and Human Rights adopted by UNESCO's General Conference on 19 October 2005
- Charter of Fundamental Rights of the European Union, 2000/C 364/01

In our outgoing mobility scheme (Mode 3), the applicant is also responsible for giving the necessary evidences that both the host organisation in Bizkaia (where the researcher will return at the end of the grant) and the outgoing host organisation abroad (where the research project will be carried out) complies with the principles established in these legal documents, as well as with principles established in the European Charter of Researchers and the Code of Conduct for the Recruitment of Researchers.

In the application, the host organisation abroad should provide the necessary documents proving that they respect national and/or FP7 ethic rules and that the research project will be carried out in the relevant legal and ethical frameworks

c. Bizkaia:talent's commitment

Bizkaia:talent's Researchers Financial Aid Programme is co-funded by the European Commission. As such, bizkaia:talent is committed to the fundamental ethical

principles carried out by the Seventh Framework Programme and fully respects the “Charter of Fundamental Rights of the European Union”.

Bizkaia:talent will ensure no discrimination against researchers in any way based on gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion or social or economic condition. Bizkaia:talent will also aim for a representative gender balance at all level, without, however, taking precedence over quality and competence criteria. The organisation will also try as much as possible to guarantee an international balance during the selection process.

Regarding the treatment of personal data, bizkaia:talent complies with the Spanish Organic Law Number 15/1999, dated 13 December, on the Protection of Personal Data. Any personal data obtained through the website, which is the main tool used for communications between the applicants and bizkaia:talent, shall be entered into the files owned by the organisation. The files are duly entered in the General Registry for the Protection of Personal Data, under the security measures set forth in Spanish Royal Decree number 994/1999, dated 11 June. This also applies to the data of the potential evaluators registered in our data base.

Moreover, the treatment of Intellectual property foreseen by the organisation implies that bizkaia:talent renounces to any right on the results of the work done by the researcher. The intellectual property on the researcher’s work will be owned by the contracting organisation, unless a special agreement is signed between the employer and the researcher, on a case by case basis. However, the researcher will be fully entitled to receive credit as the author or co-author of the work.