

THE TERMS AND CONDITIONS FOR THE UNIVERSITY OF GIRONA GRANTS TO CONTRACT POSTDOCTORAL RESEARCHERS (POSTDOC_UdG2023)

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Introduction

One of the missions of the University of Girona (UdG) is to promote research excellence and transfer activity in all its areas of expertise. Bearing in mind that quality research is a reflection of the people who conduct it, the UdG management team wants to promote research activities and attract research talent, including young predoctoral researchers, experienced and recognised researchers, and the people who provide technical or management support for research,.

Thus, the line of grants for the recruitment of postdoctoral researchers at the UdG, which began in 2020, is being continued, complementing the grants for the recruitment of IFUdG pre-doctoral researchers and UdG research and transfer promoters.

These grants are aligned with the UdG2030 Strategic Plan: the Sum of Intelligence. In fact, a strategic line of the Plan, called “Talent for the sum of intelligences”, specifies the importance of “Promoting policies for the recruitment and retention of talent guaranteeing an influx of professionals with international excellence and competence in the capabilities that the UdG needs to carry out the strategic plan with a focus on the sum of intelligences”. Thus, this call will reinforce the recruitment of talent with international experience, and the acquisition of international experience by the talent, which, in itself, already implies a contribution of experience, knowledge, vision, and working methods that will be added to the strengths of each group or department that welcomes the new postdoctoral research staff.

These grants are in line with the management team’s desire to secure external research funding and, in particular, to encourage and complement the attraction of research talent funded by external competitive calls, such as Juan de la Cierva, Beatriu de Pinós or other similar ones.

Additionally, these grants will strengthen the R&D+i policies of departments, making them basic units of research, which is in line with the current policy of the programme of Support for University Departments and Research Units (SDUR) of the Secretariat of Universities and Research of the Government of Catalonia. The biggest staffing problem in UdG departments is the lack of new postdoctoral personnel to work together with the consolidated staff.

These grants are particularly aimed at departments in need of teaching and research staff, and which have difficulty in recruiting postdocs to ensure generational renewal, even though they must be able to guarantee a research framework that can accommodate the postdoctoral researcher that is recruited. Thus, they should make it possible to provide the departments with greater dynamism in their research and teaching capacity.

1. Objective

The purpose of these terms and conditions is to award between 8 and 12 grants for the temporary recruitment of research staff (postdoctoral), for a period of 3 years, to join UdG departments and develop research activities of international impact, all while reinforcing the skills acquired in their first stage of research training.

2. Participation requirement

As a general requirement, both the candidate and the tutor will be required to have ORCID (Open Researcher and Contributor Identifier). It will also be a requirement that all members of the tutor's UdG Research Group, who have the role of researchers, have ORCID informed in the GREC (UdG Research Management Programme).

2.1 Those people with a doctoral degree obtained between **1 January 2019 and the end of the application period** may be beneficiaries of the grants.

Exceptionally, the start of this period may be earlier due to situations of temporary incapacity (minimum of 30 calendar days), and for periods of time spent on full-time leave for pregnancy, pregnancy, risk during pregnancy, during pregnancy and breastfeeding, birth, maternity, paternity, adoption for the purpose of adoption or foster care, or breastfeeding accumulated full time, or for similar situations related to the above, as well as for the enjoyment of full-time leave for reasons of conciliation or care of minors, family members or dependents, and the time dedicated to the enjoyment of leave of absence for the care of a child, a family member or due to gender violence, which have taken place as of 1 January 2019.

Likewise, the periods of time dedicated to the enjoyment of part-time leave for birth, maternity, paternity, adoption for the purpose of adoption or foster care, and the reduction of the working day due to breastfeeding, birth of a premature or hospitalised child after childbirth, legal guardianship, care of minors affected by cancer or serious illness, of family members affected by an accident or serious illness or of dependent persons, or due to gender violence, or reductions in the working day due to similar situations related to the above, as well as for reasons of conciliation or care of minors, family members or dependent persons, during the period established for obtaining the doctorate, will entail the extension of the initial date of the same, for the time equivalent to the reduced time.

2.2. In addition, candidates, from the first year of the POSTDOC_UdG2023 contract, and every year until it is obtained, must apply for competitive external aid for the recruitment of postdoctoral research staff such as Juan de la Cierva, Beatriu de Pinós or other similar ones, with the intention of enjoying them at the UdG.

2.3. The beneficiaries must indicate a tutor who must be a full-time doctor from the same department and must have the research attached to the UdG. This person will be directly responsible for the supervision and guidance of the applicant's professional development. It is envisaged that this person may have a non-permanent relationship with the UdG, provided that at the time of application they can prove a relationship with the UdG of at least the duration of the POSTDOC_UdG2023 grant requested.

2.4 Each tutor can only be the tutor of one candidate.

2.5. A POSTDOC_UdG2023 grant cannot be applied for by a person who has already received a POSTDOC_UdG, María Zambrano modality C1 or INVESTIGO grant from the UdG by resolution of concession in a previous call, even if he/she has subsequently resigned.

2.6 To have the approval of the department to teach the teaching stipulated in these terms and conditions.

3. Amount and characteristics of the grants

3.1 The financial endowment for this call POSTDOC_UdG2023 will cover the contractual expenses generated during three years, including salary, employer's social security contributions and

compensation for termination of contract. The amount of the aid will be established in the corresponding call for proposals.

3.2. In the event that, during the validity of the POSTDOC_UdG2023 grant, an external mobility grant has been requested, and this has been denied, the POSTDOC_UdG2023 grant will entail an endowment for a mobility grant of between 3 and 6 months under the same conditions as established in the IF-MOB grants, which are managed by the International Office of the UdG, through a specific call for applications. A 6-month stay can be split into two stays of 3 months each, without increasing the maximum amount of travel provided for in the IF-MOB grants. If the external aid is obtained for a shorter stay, the POSTDOC_UdG2023 aid will include an endowment to complement the stay and bring it into line with the conditions described above.

4. Purpose of the grants

The amount of each grant must go completely to finance the recruitment of a postdoctoral researcher. The contract will be regulated by Article 22 of Law 14/2011, of June 1, on Science, Technology and Innovation, modified by Law 17/2022, of September 5, on Science, Technology and Innovation.

The gross annual remuneration will be that established in the call for applications, for the entire duration of the contract

5. Procedure for awarding grants

The procedure will consist of two phases. In the first, the distribution of grants among the departments of the UdG will be prioritized (term 5.1), and in the second, a proposal will be made to award the grants to the candidates (term 5.4).

5.1. Prioritization of the departments of the UdG

The POSTDOC_UdG2023 grants will be distributed among the different departments of the UdG according to the prioritization of the indicator value (p_i) of this call and together with the accumulated unused value of the last calls POSTDOC_UdG, María Zambrano modality C1, and INVESTIGO, weighted as shown below:

$$p_i^{TOTAL} = p_i^A + f_i^B(p_i^B - a_i^B) + f_i^C(p_i^C - a_i^C) + f_i^D(p_i^D - a_i^D) + f_i^E(p_i^E - a_i^E)$$

Where:

'i' represents the indicator for each of the 24 departments.

Indicator *A* refers to the current call POSTDOC_UdG2023, indicator *B* refers to the call INVESTIGO, indicator *C* refers to the call María Zambrano modality C1, indicator *D* refers to the call POSTDOC_UdG2021, and indicator *E* refers to the call POSTDOC_UdG2020.

The factor f_i weights each previous call according to the distance to the current situation, but at the same time we want to take into account the unused cumulative value. Thus the values are: $f_i^B = 0,75$, $f_i^C = 0,75$, $f_i^D = 0,5$, i $f_i^E = 0,25$.

The value a_i indicates the grants that each department has received, or is receiving, and that has not renounced this grant to obtain a new contract at the UdG financed by an external postdoctoral grant. In the case of INVESTIGO grants, all grants applied for will be considered.

The grants will be distributed among the departments of the UdG taking into account the prioritization that will mark the value p_i^{TOTAL} , and it will be possible that the same department receives more than one grant.

The number of grants, which we will call e_i , that each department receives is the integer of the expression p_i^{TOTAL} .

If from this distribution there is any aid left over, it is distributed according to the largest residuals calculated according to:

$$r_i = p_i^{TOTAL} - e_i$$

If two departments have the same residue r_i , the grant will go to the department with a lower e_i value.

Using this prioritization, the POSTDOC_UdG2023 grants will be awarded to the different departments of the UdG according to the order of prioritization established in Annex 1 of the call.

If a department, to which a grant corresponds, does not have any application admitted in the call that can enjoy it, this grant will go to another department, always following the order of prioritization.

The calculation of p_i for each call, and for each department 'i', is made with the values of December 31 of the previous year, based on the normalization of the indicator P_i according to the number of grants of each call (ntA).

$$p_i = \frac{P_i}{\sum_1^{24} P_i} ntA$$

where ntA is the number of grants associated with each year.

The indicator P_i for each department 'i' is calculated with the following expression:

$$P_i = \Delta PDI_i + CA_i$$

where:

ΔPDI_i is the department's need for teaching and research staff, corresponding to the difference between the theoretical staff of the department and the current staff of the department¹.

CA_i is the capacity of the department to assist postdoctoral researchers in research; this capacity will be calculated using the following expression:

$$CA_i = Sv_i \cdot QSv_i$$

where:

Sv_i is the number of research faculty members who have a *sexenni*, a six-year period of outside assessment of research activity, or the equivalent in the department. For the purposes of equivalence, consideration will be given to researchers without a *sexenni* who comply with any of the following:

- Being the principal researcher of an ERC project, or have an ICREA Academia grant (effective 31 December of each year)
- Being the beneficiary of a Ramón y Cajal grant or a Beatriz Galindo contract.

¹ Sum of the current template of blocks A, B, C and D, according to the planning guidelines for the hiring of UdG professors.

- Being an ICREA Senior affiliated with the department,

Qsv_i is the quotient between research and teaching staff members with *sexenni* or the equivalent and possible *sexennis*, calculated as:

$$Qsv_i = \frac{Sv_i}{Sv_i + ntPDI_i}$$

where:

$ntPDI_i$ is the research and teaching staff members of the department whose contractual situation allows for a *sexenni*, but do not have one.

5.2. Application submission

Each candidate may submit only one application to join a department of the UdG.

The initial identification to the form can be done through a valid electronic certificate (which may be the "[idcat mobile](#)" for foreigners without tax residence in the Spanish state, but will require that they inform a Spanish cell phone to receive notices), and will involve the final registration of the application once the form is sent to the last screen. No further processing will be necessary.

The initial form of identification may be modified and will be specified in the call for applications, in the event that progress is made in the implementation of electronic administration at the UdG.

5.2.1) Electronic application

In order to close the form, it will be essential to enter the mandatory information required, and the documentation required at any given time.

1. The abbreviated curriculum vitae (CVA).
2. The research project to be carried out at the UdG, if this postdoctoral grant is obtained, which will have to be aligned with the Strategic Plan UdG2030: the sum of intelligences. It will also include the complementarity with the research of the receiving group and the expected impact.
3. The research stay proposal.
4. The document of acceptance, approved by the Council of the department of the UdG where the applicant wishes to be assigned, mentioning the 10 annual credits of teaching that, if she/he is the beneficiary, she/he will have to teach in this department.
5. The responsible statement in which the applicant undertakes to apply, from the first year of the POSTDOC_UdG2023 contract, and every year until it is obtained, for a grant in an external competitive call for the recruitment of postdoctoral research personnel (according to the standardized model), with the intention of enjoying it at the UdG.
6. The identification data of the tutor.
7. Justification, if applicable, of the exceptions to the fulfillment of the requirement that refers to the date of obtaining the doctoral degree, established in point 2.1 of these rules.
8. Copy of the doctoral degree or of the academic certification, where the express indication of the date on which the doctoral degree was obtained appears, only in the case that the candidate has obtained the doctoral degree in a foreign university.
9. Summary sheet of indicators, according to the standardized model.

5.2.2) The submission of the application implies:

- That the Office of Research and Technology Transfer (OITT) will ask the person listed as the tutor to approve the information provided in the application.

If the necessary approval is not received to validate the application, it will not be accepted. This requirement cannot be remedied.

- The authorization to the Universitat de Girona to obtain, in cases where it is legally required, the certificates that the beneficiaries are up to date with the payment of tax and social security obligations, which will be issued by the State Agency of Tax Administration and the General Treasury of the Social Security. The application may express opposition to obtaining this information. In case of opposition, the applicant will have to provide the supporting documentation when required.
- The declaration that the applicant is not a debtor in the execution of obligations due to a final decision on the reimbursement of subsidies.
- The authorization to the Universitat de Girona to obtain, in cases where it is legally required, the DNI or NIE, and the official qualifications of the studies completed in the Spanish state, from the administrations that issued them. The application may express the opposition to obtain this information. In case of opposition, the applicant will have to provide supporting documentation when required.

5.3. Deadlines

5.3.1. The period for the submission of applications will be established in the call for applications. Applications that have not been formalised on the form, or additional documentation that has not been informed on the form at the time of application, will not be accepted.

5.3.2. Once the deadline for the submission of applications has expired, the OITT shall publish, on the notice board at the UdG headquarters, a provisional list of applications that have been accepted and excluded, indicating the reasons for their rejection and any corrections that may be necessary for their acceptance.

5.3.3. Interested persons may submit amendments against this provisional list, within 10 business days from the day after its publication. If amendments are not submitted, the applications will be considered to be withdrawn it. If no amendments are introduced, this list will be considered final.

5.3.4. After this period the final list of accepted and rejected applications will be published on the bulletin board of the UdG's Electronic Office.

5.4. Evaluation process

Grants will be awarded to candidates who apply to join the various departments of the UdG following the order of priority that will be established in Annex 1 of the call.

If a department has as many candidates admitted as there are grants in the POSTDOC_UdG2023 call for applications, a grant will be awarded to each candidate.

If a department has more admitted candidates than corresponding grants will need to be prioritized.

5.4.1. The evaluation of the applications will be carried out by a specific Evaluation Commission for each department that needs it, formed by:

- One person from the Department who holds a Ph
- Two external persons, experts in the field of knowledge,, who hold a Ph

5.4.2. A resolution appointing the Evaluation Committee will be published, which will include the names and surnames of the researcher members.

The composition must:

- Tend to comply with parity between women and men.
- Be formed by a minimum of three researchers or teachers of recognized prestige.

The members of the evaluation committee, and the expert evaluators, will be required to declare the absence of conflict of interest.

Compliance with the principle of equal opportunities between sexes will be ensured in the selection process, in accordance with the provisions of Organic Law 3/2007, of March 22, for the effective equality of women and men, promoting balanced representation between women and men.

The evaluation criteria to be applied are the following:

Criteria	Evaluator	Maximum score
1. The quality of scientific production. The relevance of the candidate's contribution in articles published in indexed journals, books and book chapters, and in transfer (including patents) and dissemination activities; always taking into account the field of knowledge.	Evaluation Commission	3.5
2. Internacional exposure. Participation in international activities. Obtaining funding through this participation and direct involvement in actions related to international programmes and projects. Mobility in prestigious centres, both international and national.	Evaluation Commission	1.5
3. Managing and participating in research projects; directing research lines; supervising doctoral theses; supervising academic work (e.g. bachelor's or master's final degree project or thesis) and being a principal investigator of research or transfer projects.	Evaluation Commission	1
4. The research project, taking into account the complementarity with the research and knowledge transfer objectives of the Research Group where the applicant will be incorporated, if he/she obtains the grant, and the expected impact.	Department or Research Institute	2.5
5. The research stay and the research group with which it is proposed to carry out the stay.	Department or Research Institute	1.5

The part of the evaluation that refers to criteria 4 and 5 will be carried out by the unit where the person acting as tutor has the research assigned (Department or Research Institute).

The final score will be the sum of the scores obtained in criteria 1, 2, 3 (evaluated by the Evaluation Committee), and 4 and 5 (evaluated by the Department or Research Institute of the UdG).

The OITT will make public, on the bulletin board of the UdG's electronic headquarters, the provisional prioritization of admitted applications, and a period of 10 working days will be opened to present allegations to the evaluation carried out.

Based on the evaluation and the allegations presented, the Delegated Commission for Research, Transfer and Doctoral Studies will prepare a resolution proposal that will contain a funding proposal and a waiting list. The proposal will be submitted to the Rector of the UdG.

5.5. Results of the call

The rector of the University of Girona will resolve this call within a maximum of 6 months from the date of publication of the call.

6. Accepting the grant

Within a maximum of 10 business days from the publication of the results, grant recipients must sign a document accepting the grant and the corresponding obligations set out in it.

Recipients who do not sign the acceptance document within the specified time will be considered to have renounced the grant, which will then be awarded to the first person from the same department on the waiting list. If there were none, the procedure set out in section 5 (5.4) would be followed to select a candidate from the next department on the list in Annex 1 of the call, to whom the grant would be awarded.

7. Obligations of grant recipients

The obligations of the recipient researchers are as follows:

- 7.1. To join the research group of the tutor who has given him/her support, and to carry out the research tasks along the lines specified in his/her application.
- 7.2. To teach 10 credits a year in the department they have joined, in accordance with established needs.
- 7.3. Annually, submit a report justifying the activities carried out, 20 days before the end of each year, according to the standard model. It will include a brief summary of the activity and a compilation of the publications, stays, teaching and presentation of applications for external postdoctoral grants. It must be approved by the tutor.
- 7.4. To participate, during the term of this contract, in the calls for external postdoctoral grants indicated in the application, in order to enjoy them at the UdG.

8. Features of the contract

Contracts will be initiated in accordance with the provisions of the call.

Exceptionally, contracts may start later in cases where the accepted applicants are non-EU foreigners that have to follow the procedures for obtaining work permits. The maximum periods of incorporation will be established by the call.

The Delegated Commission for Research, Transfer and Doctoral Studies may authorize the start of the contract at a later date than the one foreseen in the call for proposals for justified reasons. This change in the date of incorporation must be requested within the period of acceptance of the grant.

9. Suspension of contracts

Situations of temporary incapacity (minimum of 30 calendar days), and periods of time dedicated to the enjoyment of full-time leave for pregnancy, pregnancy, risk during pregnancy, during pregnancy and breastfeeding, birth, maternity, paternity, adoption for the purpose of adoption or foster care, or breastfeeding accumulated to full days, or for similar situations related to the above, as well as for the enjoyment of full-time leave for reasons of conciliation or care of minors, relatives or dependents, and the time dedicated to the enjoyment of leave of absence for the care of a child, a relative or due to gender violence, during the duration of the contract, will interrupt the calculation of the duration of the contract, which may be extended for the same period, upon request of the person concerned addressed to the Human Resources Service, always before the end of the contract.

Periods of time spent on part-time leave for birth, maternity, paternity, adoption for the purpose of adoption or foster care, and reduction of working hours due to breastfeeding, birth of a premature or hospitalized child after childbirth, legal guardianship, care of minors affected by cancer or serious illness, of family members affected by an accident or serious illness or of dependent persons, or due to gender violence, or reductions in working hours due to analogous situations related to the above, as well as for reasons of conciliation or care of minors, family members or dependent persons, during the term of the contract, will entail the extension of the contract for the time equivalent to the reduced working hours.

10. Resignations

If recipients of a POSTDOC-UdG2021 grant renounce their contract, they must provide a report justifying the activities carried out during the period completed, in accordance with the provisions of section 7.3.

The grants awarded that are not accepted by the beneficiaries, renounce, are not incorporated or are revoked until the date established in the call for applications, will remain vacant and will be awarded in accordance with point six. In this case the date of incorporation will be the 1st or the 16th day of the month following the resolution of the rector of the new awards.

11. Revocation of the grant

The work contract that is the object of this grant may be terminated in the case of not obtaining favorable evaluations of the intermediate justification reports by the tutor (term 7.3), who will submit it to the Council of the Department or of the corresponding Research Institute.

Total or partial non-compliance with the obligations or requirements established in these terms and conditions, as well as the conditions, if any, that appear in the resolution of concession, or the concealment or falsification of data, will result in the loss of the right to receive the aid, that is, the termination of the employment contract signed, as well as the obligation to reimburse the amounts received, if applicable.

The revocation of the aid will take place with the prior processing of the corresponding file, which will include, in any case, a report from the tutor and will guarantee the right of hearing to the person awarded the aid.

12. Incompatibilities of aid

This aid is incompatible with any other aid of the same kind. This aid will be compatible with the work carried out in accordance with Article 83 of Law 6/2001, of 21 December, on universities, provided that this work is directly related to the line of research on which the beneficiary's work plan is based.

In any case, the contracted personnel who benefit from this aid will be subject to the regime of incompatibilities applicable to the contracted teaching and research personnel of the University of Girona.

Applications for authorisation of compatibility must be submitted to the UdG Human Resources Service.

13. Applicable regulations

In all matters not expressly provided for in this call, the following provisions shall apply: Law 38/2003, of 17 November, on Subsidies; Law 26/2010, of 3 August, on Legal Regime and Procedures of the Catalanian Public Administration; and Law 39/2015, of 1 October, on the Common Administrative Procedures of the Public Administrations.

14. Common Aspects

Any exceptional situation not contemplated in these rules will be resolved by the Delegated Commission for Research, Transfer and Doctoral Studies.

15. Notifications

These terms and conditions, the call, the procedural acts and the results of the call will be published on the bulletin board of the Electronic Office of the University of Girona.

After publication of the acts and the results, the persons concerned shall be deemed to have been notified, in accordance with the provisions of article 40 of Law 39/2015, of 1 October, on the Common Administrative Procedures of the Public Administrations.

16. Publication

The announcement of this terms, and the call and resolutions of the aids will take place on the bulletin board of the Electronic Office of the University of Gi