



## GUIDELINES

### *Selection of ERC Candidates and H2020 Coordinator Candidates*

---

**GIVEN** the fact the University of Pavia has been granted € 200,000 in financing under D.R. N. 7199 of 21/07/2016 to implement the project entitled “MEGAsTaR: Matematica d'Eccellenza in biologia ed ingegneria come acceleratore di una nuova strateGia per l'Attrattività dell'ateneo pavese” as a result of a public competition sponsored by the Lombardy Region – Fondazione Cariplo: “Avviso congiunto per l'incremento dell'attrattività del sistema ricerca lombardo e della competitività dei ricercatori candidati su strumenti ERC - edizione 2016” for **sub-programme A** “Attrattività' eccellenze”, € 58,000 of which is reserved for the present initiative;

**CONSIDERING** the institutional initiative “Institutional Horizon 2020 Committee @ UNIPV” (INROAd) by the University of Pavia, presented to the Board of Directors on 10/01/2017, which aims at a pilot activity by the university to increase the attractiveness of and promote projects of excellence by the University of Pavia;

**SEEING THAT** the University of Pavia has earmarked € 100,000 in the 2017 budget to finance additional activities to those called for in the MEGAsTaR project to provide more support to the presentation of research projects through the INROAd initiative;

**CONSIDERING THAT** overall the above-mentioned financial resources contribute to the overall budget of the INROAd initiative in the amount of € 158,000;

**TAKING INTO ACCOUNT** that INROAd comprises two courses of action: Line 1 - **Fostering ERC talents @UNIPV**, in order to produce more researchers of excellence in advance of the presentation of their ERC projects; Line 2 - **Boosting Competitiveness of H2020 Coordinators**, in order to finance activities to optimize project proposals in partnership to be sent to Horizon 2020, in which coordination comes under a researcher of the University of Pavia;

### **THE FOLLOWING GUIDELINES HAVE BEEN SET FORTH**

#### **Article 1**

#### **Definitions**

For the purposes of the present guidelines:

- UNIPV stands for the University of Pavia;
- H2020 stands for the existing Horizon 2020 framework programme;
- INROAd stands for the “Institutional Horizon 2020 Committee @ UNIPV”, an initiative of the University of Pavia;

- IHC stands for the Institutional Horizon 2020 Committee, a permanent committee of the University of Pavia whose mission will be to oversee activities planned for the INROAd initiative;
- The Executive Board (Nucleo Direttivo) is the body set up to manage and monitor the initiative in question; it is composed of the Vice-Deputy for Research and two representatives from each sector of the ERC: PE, LS, SH;
- The Scientific Board (Nucleo Scientifico) is the body set up to evaluate and select the candidates for Lines 1 and 2; it is composed of the ERC Grant Holders at the University of Pavia;
- The RRI Board (Nucleo RRI – Head of Research and Innovation) is the body set up for monitoring and support in the ethics area regarding problems involving resources which are particularly unique to such areas;
- The Management Board (Nucleo Gestionale) is the body set up to manage the initiative in question; it is composed of personnel from the Research and Third Mission Service (Servizio Ricerca e Terza Missione);
- The External Advisory Board is the body set up to guarantee the transparency and involvement of funding bodies and other entities that can provide precious feedback to pursue project activities;
- ERC stands for European Research Council;
- Host Institution is the university or public research body, selected by the winner of the ERC grants, where the research activities of the project are carried out, as established in the Grant Agreement;
- the applicant is the researcher, whatever his legal status is, Italian or foreign, that presents an ERC project as the Principal Investigator – hereafter the ERC Candidate – or a researcher that presents a collaborative project under the Horizon 2020 Program or similar programs - hereafter the Coordinator Candidate.

## **Article 2**

### **Aim of the Selection**

The present guidelines seek to regulate the selection and implementation procedures in Line 1- **Fostering ERC talents @UNIPV** and line 2 - **Boosting Competitiveness of H2020 Coordinators** of the INROAd institutional project of the University of Pavia.

Line 1 of INROAd - **Fostering ERC talents @UNIPV** aims at strengthening the capacity of highly-qualified researchers in advance of the presentation of their ERC projects through tutoring and mentoring directly supervised by the university's ERC grantees, who are members of the IHC.

The researchers selected under Line 1 can benefit from personalized tutoring and mentoring activities<sup>1</sup>, whose cost will be fully borne by the University of Pavia. These activities aim at strengthening the

---

<sup>1</sup> Tutoring e mentoring consist in the activities described in the MEGAsTaR project: "The selected researchers will be invited to training workshops on how to write an ERC project and will interact with other ERC grantees affiliated with Host Institutions abroad. The grantees will be contacted by the IHC in quality of external advisors. Moreover, the IHC will organize a mock interview for the candidates who have passed step 1 of the ERC selection process to support the preparation of their interview in Brussels".

researchers' project proposals before they are sent to the ERC in order to increase the chances the grant will be awarded.

Line 2 of INROAd - **Boosting Competitiveness of H2020 Coordinators** calls for the financing of activities to optimize the project proposals in partnership, where coordination is headed by a researcher of the University of Pavia. The projects will be submitted to a call for proposals of the H2020 European Programme.

The researchers selected for line 2 can benefit from personalized support services for the development and revision of their projects. These activities aim specifically at strengthening the project proposals in advance of the submission to an iH2020 call in order to increase the chances the grant will be awarded.

### **Article 3**

#### **Eligible Researchers**

The ERC Candidates eligible for participation in Line 1 are Principal Investigators of projects that will be presented to the next European Research Council calls (Starting Grant, Consolidator Grant or Advanced Grant) of Horizon 2020 who have chosen the University of Pavia as the Host Institution.

Ineligible for participation in Line 1 are researchers who present a future ERC project as a Co-PI or additional Partner.

The ERC Candidates allowed to present an application for Line 1 must satisfy the eligibility criteria for participating in the ERC Starting grant, Consolidator grant, or Advanced grant calls, as well as present a support letter from an ERC Grant Holder who is willing to host the candidate at his or her Host Institution. In particular:

- both permanent and non permanent researchers affiliated to the UNIPV who are willing to spend an "outgoing" period (maximum 2 months), hosted by a PI of another Host Institution, must have a support letter from the hosting PI;
- researchers not affiliated to the UNIPV ("incoming") applying to the calls of Line 1 must have a support letter from one or more ERC Grant Holders of University of Pavia. In case these researchers ask to be hosted for the "incoming" period at a Department of the UNIPV that is not currently involved in an ongoing ERC project, their application will be accepted under the condition that one or more ERC Grant Holders of University of Pavia of the applicants' ERC sector (PE,LS,SH) give a positive assessment of the request before the evaluation procedure begins.

Those allowed to present an application for Line 2 are both non permanent and permanent researchers who intend to present a collaborative project as a project coordinator under Horizon 2020.

Line 2 does not call for the participation of researchers of the University of Pavia who take part in a project to be submitted to a future Horizon 2020 call who are not project coordinators.

## **Article 4**

### **Areas of Interest of the Projects**

Applications submitted for Line 1 can cover all fields of research belonging to the scientific domains Social Sciences and Humanities (SH), Physical Sciences and Engineering (PE), Life Sciences (LS) funded by ERC (<https://erc.europa.eu/>).

Applications submitted for Line 2 can regard projects to be presented at all future Horizon 2020 calls, except the Marie Skłodowska Curie Individual Fellowships.

## **Article 5**

### **Amount of the Contribution and Eligible costs**

#### **LINE 1**

INROAd will guarantee to each researcher selected by means of this procedure the funding of an "outgoing" mobility period at another institution hosting an ERC project (in the presence of a support letter from the ERC Grant Holder) or an "Incoming" mobility period at the UNIPV (in the presence of a support letter from an ERC Grant Holder of the UNIPV or a positive assessment from one or more ERC Grant Holders of the UNIPV from the same ERC sector (PE,LS,SH) as the applicant), for an amount up to € 2,000/month (for a maximum of two months) paid by the UNIPV.

The expenses for the coaching and mentoring activities will be paid by the MEGAsTaR project, which has set aside for this purpose € 58,000 over the next three years; the share for each candidate will be determined upon considering the number of eligible proposals. A minimum of three proposals will be funded for each future ERC call.

#### **LINE 2**

Each coordinator candidate selected for Line 2 will be guaranteed financing in the form of:

1. Reimbursement to external advisors for a "peer review": up to € 1,000;
2. Organization of a meeting/workshop with an advisor at the UNIPV (maximum duration: 2 days, work coordinated by the Research and Third Mission Service): up to € 2,000;
3. General expenses for the proposal presentation: up to € 1,000;
4. Study scholarship for collaborators, Ph.D candidates, who prepare and submit a project: up to € 1,000;

#### **General criteria for the management of the contribution**

The aforementioned expense items can be re-adjusted when deemed appropriate by the Scientific Board and the Management Board (for both line 1 and 2).

The funds reserved for each project will be recorded by the Departments hosting the beneficiaries selected by this procedure (for both line 1 and 2).

The expenses incurred in the execution of the projects will be monitored by the Research and Third Mission Service by means of a reporting template that will be made available to the Administrative Staff of the Departments in the project startup phase.

## **Article 6**

### **Presentation, Appraisal and Evaluation of the applications**

Applications are to be presented by filling in the attached forms in english and sending them to the following e-mail address: [inroad@unipv.it](mailto:inroad@unipv.it) by the deadlines in force at the time of the presentation, which will be published on the following university site: <http://inroad.unipv.eu> and communicated via e-mail by the Research and Third Mission Service.

The Research and Third Mission Service will assess the eligibility of the proposals with respect to the European regulations of reference.

The selection will be based on an evaluation by the Scientific Board of the IHC based on the basis of the evaluation criteria in Attachment n° 3.

For Line 1, the Scientific Board has the discretion to arrange for interviews to determine the scientific experience of the candidate and his or her project idea that will be developed thanks to the contribution of INROAD.

For Line 2, the proposals will be evaluated based on the effective date of their arrival. Financing will be given to those applications that achieve a minimum of 70 points, until all the available resources for the remaining length of the H2020 Programme have been utilized.

The IHC Management Board will make the final approval of the definitive rankings.

## **Article 7**

### **Obligations for the Selected Candidates**

With reference to Line 1, in the event beneficiaries of the financing under the present notice receive an ERC financing, it shall be requested that at least 50% of the grant from the European Research Council be spent undertaking research at the University of Pavia.

With reference to Line 2, in the event beneficiaries of the financing under the present notice receive a Horizon 2020 financing, it shall be requested that the coordination of the project be attributed to the University of Pavia.

## **Article 8**

### **Confidentiality**

In managing the Line 1 and Line 2 proposals, a specific *Non-Disclosure Agreement* will be signed by all parties involved in both the selection phase for the proposals and the management phase for the approved proposals.

## **Article 9**

### **Renunciations and Forfeitures**

The beneficiaries selected (Line 1 and Line 2) can renounce the financing within 30 working days after being informed of their selection for the grant.

In order to plan the activities they intend to carry out, the beneficiaries selected (Line 1 and Line 2) are required to contact the Research and Third Mission Service through the e-mail address: [inroad@unipv.it](mailto:inroad@unipv.it) within 30 working days after being told they have received the grant; otherwise the selection will be voided.

## **Article 10**

### **Limitations**

The researchers selected for Line 1 must promise not to present ERC project proposals involving other Host Institutions.

Each Coordinator Candidate can receive financing for no more than one project until the end of Horizon 2020. Applications for Line 2 must refer to calls that expire at least four months after presentation of the application.

## **Article 11**

### **Communications and Information**

All information and forms, along with the rankings, will be published on the following site:  
<http://inroad.unipv.eu>.

For information and communications please send an email to: [inroad@unipv.it](mailto:inroad@unipv.it).

### **Attachments:**

**Annex I - Application for participation in Line 1**

**Annex II - Application for participation in Line 2**

**Annex III - Selection criteria and evaluation schemes for Line 1 and Line 2**