



GUIDE FOR APPLICANTS

GOT ENERGY TALENT fellowship programme
1st call for fellowships

GOT ENERGY TALENT

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Definitions

Host Institution means any of the institutions participating in GOT ENERGY TALENT programme potentially hosting fellows. It includes “academic host institutions” and “non-academic partner host institutions”.

Academic Host Institution refers to either University of Alcalá or Universidad Rey Juan Carlos.

Non-academic Partner Host Institution means any of the institutions participating in the programme that could host fellows that choose to pursue a 12-month applied research period after their advanced research period at the academic host institutions. The Non-academic Partner Host Institutions collaborating in GOT ENERGY TALENT first call for fellowships are: REPSOL S.A., CI3 (Centre for the Innovation of Smart Infrastructures), IMDEA Energy, IMDEA Water, CENER (National Renewable Energy Centre), ATOS SPAIN SAU and OPTIVA MEDIA S.L.

Partner Organisations encompass any organisation collaborating with the project to achieve its maximum potential. GOT ENERGY TALENT partner organisations include innovation and entrepreneurship support centers, business associations, local and regional public administration and international partners. These organisations will support GOT ENERGY TALENT in disseminating the Programme and its results, putting in place a targeted agenda of training activities, as well as in providing expert advice about how to improve the implementation of the Programme.

List of acronyms

FDP	Fellow Development Plan
GET	Got Energy Talent
IER	Individual Evaluation Report
MSCA	Marie Skłodowska-Curie Actions
PM	Project Manager
SCE	Department for Coordination and Evaluation (<i>Subdivisión de Coordinación y Evaluación</i> , formerly known as ANEP) of the Spanish Ministry of Science, Innovation and Universities
UAH	University of Alcalá
URJC	Universidad Rey Juan Carlos

1. GOT ENERGY TALENT FELLOWSHIP PROGRAMME

The University of Alcalá and the Universidad Rey Juan Carlos are pleased to announce that 17 fellowships are available as part of Got Energy Talent (GET) first call for fellowships. GET fellowships are jointly funded by the University of Alcalá and Universidad Rey Juan Carlos, on the one hand, and the European Union through the Horizon 2020 Marie-Skłodowska-Curie COFUND scheme (Grant Agreement number 754382), on the other hand. The fellowships will provide an opportunity for experienced researchers from around the world to spend two years at Madrid to undertake an independent, interdisciplinary research project in the field of smart energies.

This guide aims to provide practical information to potential applicants on how to apply. Interested applicants will also find a description of the assessment procedure and of GET context.

2. GOT ENERGY TALENT: CONTEXT

2.1. About University of Alcalá, Universidad Rey Juan Carlos and ICE “Smart Energy”

University of Alcalá (Spanish: Universidad de Alcalá, UAH¹) is a public university located in Alcalá de Henares, a city 35 km (22 miles) northeast of Madrid in Spain and also the third-largest city in the region. It was founded in 1293 as a *Studium Generale* for the public. It reopened in 1977. The University of Alcalá is especially renowned in the Spanish-speaking world for its annual presentation of the highly prestigious “Cervantes Prize”. The UAH is a top-ranked university for employability in Spain, according to a study on Job Placement among university students by the Spanish Ministry for Education, Culture and Sports. UAH recently succeeded in achieving a five-star status according to the QS Stars international quality accreditation system.

Universidad Rey Juan Carlos (URJC²) is a Spanish public research university founded in 1996 and located in the Southern area of the Community of Madrid (Spain), with four campuses at three different locations in Madrid region: Móstoles, Alcorcón, Vicálvaro and Fuenlabrada. Since its creation, the University has focused his teaching and interdisciplinary research to find solutions to current societal problems.

In 2011, UAH and URJC joined forces to put in place the **International Campus of Excellence “Smart Energy” project** (ICE “Smart Energy”³). ICE “Smart Energy” is a multidisciplinary, internationally-oriented campus that focuses on the generation and transfer of knowledge in two main fields: a) clean energy technologies and b) smart infrastructures and smart cities. ICE “Smart Energy” combines study, research, teaching, and transfer of knowledge activities in the fields of clean energy technologies and smart infrastructures. The ICE “Smart Energy” does this with the ultimate goal of improving quality of life and public services, and engendering new urban models.

In addition to UAH and URJC, the ICE “Smart Energy” brings together a whole set of partners: two Spanish multinationals private companies (REPSOL and FERROVIAL), two public research organizations (the Centre for Energy, Environment and Technology, CIEMAT, and the Madrid Institute for Advanced Studies in Energy, IMDEA Energy) as well as the Institute for Diversification and Saving of Energy (IDAE) public company. Some of these organisations are also partners in GET. Got Energy Talent is a step forward in the International Excellence Campus “Smart Energy” project.

¹ <https://www.uah.es/en/>

² <https://www.urjc.es/en/?id=147>

³ <http://www.campusenergíainteligente.es/en/>

2.2. Research areas under GET fellowship programme

The fellowships will provide an opportunity for talented experienced researchers to spend two years at Madrid in order to develop their own independent research ideas and build the skills necessary to establish themselves as the next generation of research leaders. **It is open to the fellows to freely define the subject area of the proposed research.** However, the research should fall within one of the research lines offered under GOT ENERGY TALENT fellowship programme and it should be supported by the current research strengths at UAH, URJC and its partner organisations.

Applicants can find the complete list of available research lines on GET ENERGY TALENT website⁴. **Applicants must identify the research line where they want to be integrated and get in contact with the corresponding research group, in order to get the necessary information to complete the application.** On the website, under the tab ‘Research lines’, applicants will find all necessary information (contact details of the research group, mentor, summary of the research line, relevant projects and publications).

In their application (Part C of ‘Research Proposal’ Form), applicants must explain how and why their research fits into the research line that they have chosen, and show the complementarities and synergies between their experience and the research group. They must also demonstrate that the host institution possess the facilities and infrastructure to host and/or offer a suitable environment to develop the research project.

As applicants can see on GET’s website, all research lines fall within the topic of Smart Energy, including:

SMART ENERGY	
Energy efficiency & renewable energy	Smart energy systems
<ul style="list-style-type: none"> - Energy monitoring & control systems - Renewable & sustainable energy - District heating & cooling - Smart transportation & mobility - Building / infrastructure - New green technologies - Energy use & planning - CO2 capture, storage and utilization technologies 	<ul style="list-style-type: none"> - Generation of electrical power - Electricity transmission network - Electricity distribution network - Energy storage - Security aspects of smart grids - Energy management systems - Other topics related with the concept of “Smart Cities”
ICT technologies	

This is a broad and non-exhaustive list. Please check the available research lines on our website!

2.3. About the host partner institutions from the non-academic sector

Under specific research lines⁵, applicants can choose to go on a 1-year secondment during the second year of stay in Madrid in one of our non-academic partner host institutions. These institutions will host fellows that choose to pursue a 12-month applied research period after their advanced research⁶ period carried on at the academic host institutions.

Non-academic host institution include major players in the energy and related fields at both national and international level:

⁴ <http://gotenergytalent.uah.es/research-lines/>

⁵ Please note that this possibility is not available under all research lines.

⁶ The first year of applied research at either the UAH or the URJC is compulsory.



National Renewable Energy Centre of Spain (CENER)⁷

The National Renewable Energy Centre of Spain (CENER⁸) develops applied research in renewable energies, and provides technological support to companies and energy institutions in six areas: wind, solar thermal and photovoltaic solar energy, biomass, smart and efficient buildings and districts, and grid integration of energy. CENER is a technology centre with worldwide recognised prestige, activity and experience.



Innovation Centre on Smart Infrastructures (CI3)⁹

CI3¹⁰ (acronym of “Centre for Innovation on Smart Infrastructures”) is a non-profit R&D foundation, sponsored by the Regional Government of Castile-La Mancha, University of Alcalá and the multinational company Ferrovial. The Centre aims to become a national and international reference in the R&D and innovation, in the field of information technologies and communications associated to transport, energy-efficient buildings and Urban Services (Smart Infrastructures). It is an active partner in the Open Innovation ecosystem, promotes activities in R&D and innovation in the sector of infrastructures, operates as an internal provider of R&D and innovation-related services within the companies belonging to Ferrovial group, identifying business demands and developing high value-creating solutions.



REPSOL, S.A.¹¹

Repsol, S.A.¹² is a global and integrated company, present along the entire value chain. Repsol operates in the areas with the most energy potential around the world, and has one of the most efficient refining systems in Europe integrating upstream and downstream activities, and working to offer the best energy solutions for society and the planet. Repsol works daily to confront the energy challenges of today and the future. Repsol is committed to preserving the environment and applying innovative technologies for all our projects. Repsol believes in innovation as the key to building a more efficient and sustainable energy model. The Repsol Technology Centre is where the company develops the innovative ideas that will change the future.



IMDEA Energy

IMDEA Energy¹³ is a non-profit research centre which has as ultimate goal to achieve outstanding scientific and technological contributions towards a sustainable energy system. IMDEA Energy has as its main motivation the transformation of the energy system through R&D activities aimed at reaching a drastic decarbonisation; the deployment of renewable energy technologies and the improvement in energy efficiency. The strategy of IMDEA energy is based upon bringing together high quality researchers, providing them with excellent infrastructures and resources, and promoting their close collaboration with the industrial sector.

⁷ CENER headquarters and main premises are located in Navarra (around 400 km from Madrid). Therefore, the period of applied research at CENER might imply traveling to Navarra or, depending on your research proposal, moving to Navarra for your second year of applied research. There will be NO extra funds allocated for this. Travelling and/or re-location will have to be covered with the normal remuneration and other categories (e.g. research costs) offered under Got Energy Talent.

⁸ <http://www.cener.com/en/>

⁹ <http://www.ci3.es/es/>

¹⁰ CI3 headquarters and main premises are located in Guadalajara (around 60 km from the city of Madrid). Therefore, the period of applied research at CI3 might imply traveling to Guadalajara. There will be NO extra funds allocated for this. Travelling will have to be covered with the normal remuneration and other categories (e.g. research costs) offered under Got Energy Talent.

¹¹ Fellows pursuing a second year of applied research at REPSOL S.A. will have to comply with the company's confidentiality rules. Please get in touch with the research group (contact details on the website) or with tecnico.cofund@uah.es to get more information.

¹² <https://www.repsol.com/en/index.cshtml>

¹³ <http://www.energy.imdea.org/>



IMDEA Water

IMDEA Water¹⁴ is a non-profit research centre. The mission of IMDEA Water is to produce scientific peer-reviewed research that will address key issues, advance understanding, inform decisions, and shape policies concerning water resources in the region of Madrid and beyond. The Institute serves as a catalyst for interdisciplinary research, bringing together expertise from a range of scientific, natural resources, engineering, and policy disciplines. Its research focuses on the scientific and societal aspects of water—demands and supplies; quality and quantity; physical, chemical, and biological characteristics; time and space variability; watershed processes; and economic, ecological, and equity considerations.



Optiva Media¹⁵

From its start, R&I has been a key area for the company's development. The main goal of the R&I Area in Optiva Media is being a step ahead from the rest of the company regarding the technological field, exploring the possible application of disruptive technologies in the digital TV field, where Optiva Media has a wide expertise. Besides its primary digital TV activity, the R&I department at Optiva Media is focused on the exploration of using visible light communications (VLC-LiFi) to increase the bandwidth in the user loop to facilitate fast digital video transmissions. Our intention is to apply these new technologies to Smart City environments to offer added value services through the provision of audiovisual solutions. Optiva Media is currently also studying its applicability in IoT networks and Smart Transportation domains for Vehicle To Vehicle (V2V) and Vehicle To Infrastructure (V2I) communications or even in Smart Cities environments.



Atos

Atos¹⁶ is a global leader in digital transformation with approximately 100,000 employees in 72 countries and annual revenue of around € 12 billion. The European number one in Big Data, Cybersecurity, High Performance Computing and Digital Workplace, the Group provides Cloud services, Infrastructure & Data Management, Business & Platform solutions, as well as transactional services through Worldline, the European leader in the payment industry. Atos Research & Innovation (ARI) is the R&D hub for emerging technologies and a key reference for the whole Atos group. With almost 30 years of experience in running Research, Development and Innovation projects, we have become a well-known player in the EU context.

2.4. 'Smart Energy' in the region of Madrid

The Region de Madrid (capital: Madrid) covers an area of 8,022 km², approximately 1.6% of the Spanish territory. Located in the centre of the country, the city of Madrid is the capital of Spain as well as one of its most important financial and economic hubs. The region has 6,424,843 inhabitants (Eurostat, 2017), almost 14% of the total population of Spain, being the third most populated area in the country¹⁷. As any other European capital, Madrid faces key challenges and needs to adapt to global changes in the field of energy, urban development, water, and transport. In response to these challenges, Smart Energy represents one the key priorities of the region.

¹⁴ <http://www.water.imdea.org/>

¹⁵ <https://research.optivamedia.com/>

¹⁶ <https://atos.net/en/>

¹⁷ More information about the region of Madrid and its innovation and research ecosystem can be found in the Regional Innovation Monitor Plus: <https://ec.europa.eu/growth/tools-databases/regional-innovation-monitor/base-profile/madrid>

GET is meant to be a demand-driven fellowship programme and to respond to the priorities of the region of Madrid. Key players in the region, including at institutional level, are involved in GET as partner organisations and will contribute to the programme in different ways. The complete list of partner organisations can be found on GET's website¹⁸.

The relation of the research project proposal with the priorities of the region is part of the evaluation criteria and will receive a score. Therefore, **evaluators will be asked to positively take into account the alignment of the research proposals within Madrid's RIS3 priority areas in connection with smart energy, and the priorities in the 2014-2020 ERDF Operational Programme**, as indicated herein:

SMART SPECIALISATION STRATEGY (RIS3) OF MADRID
Strategic area 2. Energy, Environment and Transport
<ul style="list-style-type: none"> - Smart Grids. - Sources of renewable and sustainable energy. - Technologies for sustainable use, restoration of natural environment and biodiversity conservation. - Waste, dumping and emissions management (includes micro pollutants, emerging contaminants, reuse, disposal of waste materials, energy recovery). - Navigation systems, traffic control and transport security. - Design, development and manufacture of propulsion systems and auxiliary systems of transport vehicles.
Strategic area 4. ICT and services of high value added (as a transversal area)
<ul style="list-style-type: none"> - Development of applications and content. - Infrastructure, networks and advanced communications systems. - Computer systems and information processing. - Modelling and simulation applied. - Security software, networks and information systems. - Electronic equipment and microelectronics.
Working areas of ICE (International Campus of Excellence) 'Smart Energy' focusing on Clean Energy Technologies and Smart Cities
<ul style="list-style-type: none"> - Bioenergy - production of fuels from renewable resources without impacting on food markets: advanced generation biofuels. - Clean energy technologies. Promoting the use of low-carbon energy technologies. - Smart infrastructures - energy use in both transportation and buildings, development of infrastructures that optimise energy consumption as an essential for the saving of resources.
2014-2020 ERDF OPERATIONAL PROGRAMME FOR THE REGION OF MADRID
<ul style="list-style-type: none"> - Axis 4 "Transition to a low-carbon economy": <ul style="list-style-type: none"> o Improving energy efficiency policies and the use of renewable energy sources in public buildings. o Investments in the generation of renewable energy in public buildings and public infrastructures. o Strengthening sustainable urban transport.

¹⁸ <http://gotenergytalent.uah.es/partners-organizations/>

3. GOT ENERGY TALENT FELLOWSHIPS

3.1. Number and duration of fellowships

GOT ENERGY TALENT will bring in a total of 34 experienced researchers to develop a 24-month stay through 2 open calls for applicants (17 fellowships per call), over its 60 months of implementation. The two academic host institutions, the UAH and the URJC, will hire 17 fellows each. Therefore, in each call a total of 8/9 fellows will be hired and received by each academic host institution. **This guide refers to the first call for research project proposals (2018 call) where up to 17 fellowships will be available: 8/9 under the UAH and 8/9 under the URJC.** As explained below, two separate ranking lists will be drawn up: one for the applicants applying to UAH and one for the applicants applying to URJC.

Each individual fellowship will be a fixed-term non-renewable **24-month contract with either the UAH or the URJC** (academic host institutions). In addition to this, fellows will be able to decide whether to carry out a 24-month advanced research project at the academic host institution or, under certain research lines, to carry out a 12-month advanced research project combined with a 12-month period devoted to applied research in one of the non-academic partner host institutions (see section 2.3). In the latter case, during this second year, the fellow will still be employed and mentored by the host academic institution. *Please note that the possibility of doing a second year of applied research is NOT possible under all research lines.*

3.1.1. Second year of applied research

Under specific research lines, applicants may choose to carry out a second year doing applied research in one of our partner host institutions. *Please note that this option is NOT possible under all our research lines.* On our website, under research lines¹⁹, you will find all necessary information. Please bear in mind that, **when applying, applicants should already choose if they want to carry out a 24-month advanced research project at the academic host institution or to carry out a 12-month advanced research combined with a 12-month period devoted to applied research.** Applicants are asked to build their proposal taking this into account.

The application form (Part C of 'Research proposal' form) includes a section where applicants are asked to indicate the partner host institution from the non-academic sector where they want to spend their second year of applied research. Applicants must explain the rationale and added value of spending a second year in the mentioned partner host institution. They must also demonstrate that the host institution from the non-academic sector has sufficient facilities and infrastructure to host and/or offer a suitable environment to develop the research project. **If you are interested in doing a second year of applied research, please inform the research group from the academic host institution (UAH/URJC).** The research group will establish the contact with the partner host institution.

In case a fellow wants to change the proposed research path, i.e., if he/she wants to spend a second year doing applied research in one of our partner host institutions from the non-academic sector or he/she wants to stay at the academic host institution —e.g. because the research did not produce the expected results—, in this case, all involved parties (fellow, host institution, host partner institution, mentor) will be consulted and will agree on a formal decision.

¹⁹ <http://gotenergytalent.uah.es/research-lines/>

3.2. Basic eligibility criteria: who, when and how to apply

In the following sections, applicants will find practical information about how to submit their research proposals, particularly, you will find information about: basic eligibility criteria, deadline and timelines, how to apply.

3.2.1. Who can apply

GET Fellowship applicants must fulfill the following criteria:

- **Nationality:** GET fellowships are open to applicants of any nationality.
- **Experienced Researchers:** applicants must be experienced researchers as defined by MSCA rules, i.e. applicants must be in possession of a doctoral degree or have at least four years of full-time equivalent research experience by the date of the call deadline. Full-time equivalent research experience is measured from the date when a researcher obtained the degree which would formally entitled him/her to embark on a doctorate, either in the country in which the degree was obtained or in the country in which the researcher is recruited, irrespective of whether or not a doctorate is or was ever envisaged.
- **Mobility Rule:** the mobility rule of Marie Skłodowska-Curie programme applies, i.e. applicants must not have resided, or conducted their main activity (work, studies, etc.), in Spain for over 12 months in the 3 years prior to the call deadline. In this regard, compulsory national service, short stays such as holidays and time spent as part of a procedure for obtaining refugee status under the Geneva Convention are not taken into account. Applications can be made by Spanish researchers as far as they comply with the MSCA mobility rule just described.

In addition to this:

- Applicants cannot be permanent employees of UAH or URJC, or any of the organisations participating in the programme (host institutions or partner organisations).
- Applicants must possess a fluent knowledge of English.
- Applicants must submit the complete application package by the specified deadline. Incomplete or late applications will not be considered.

Applicants who do not meet these criteria will not be eligible to apply for a GET-COFUND fellowship!

3.2.2. Research career breaks

Returns from phases of international, intersectoral and/or non-academic mobility (such as research stays outside Spain, a period working for the industry or a career break due to family or health reasons) are especially encouraged to apply.

Career breaks or variations in the chronological order of CVs will not be penalised, but regarded as an evolution of a career, and consequently, as a potentially valuable contribution to the professional development of researchers towards a multidimensional career track.

Under GOT ENERGY TALENT, candidates with a career break are allowed to submit evidence-based CVs, reflecting a representative array of achievements and qualifications appropriate to the project. Candidates with a career break are allowed to submit non-academic reference letters as a proof of their qualifications. In

In addition to this, the application form includes a specific section where applicants should account for their periods of leave. Please use that section to give details of any breaks in your research career and indicate the exact period and type of leave.

3.2.3. When and how to apply

Applications must be submitted via the online application system²⁰ **before the call deadline of 1st October 2018 at 12:00 Spanish time**. In order to submit an application, all applicants need to register in the online application system²¹. Once registered, applicants can upload and submit their proposals on the system. **Please be aware that once you press the 'submit' button, you will not be able to change your application. That will be considered the research proposal to be evaluated.** *All documents must be uploaded in a single file (preferably .zip or .rar). Please do NOT merge the documents in a single .pdf. Just put them together in a single .zip or .rar file as separate individual pdf or word documents.*

The application package is made of four (4) templates:

- 1) Administrative form
- 2) CV of the applicant
- 3) CV of the research group
- 4) Research proposal

The templates include all the necessary information and guidelines about how to complete the different sections. Please follow the instructions and recommendations therein. Applications must use the official GET templates. Applications which do not use official templates, or which do not comply with the prescribed section limits or which modify the layout or formatting of the template in any way, will be considered ineligible and will be excluded from further review.

In addition to the four documents mentioned above, applicants must provide 3 letters of recommendation:

- 5) Letters of recommendation from 3 referees.

These letters of recommendation do not need to follow any specific template.

**The deadline for this first GET-COFUND call will be 1st October 2018 at 12:00 hours Spanish time.
All proposals received after this deadline will be considered not eligible!!**

Do not forget to include all the aforementioned documents in your file. Incomplete application will not be considered.

²⁰ <http://gotenergytalent.uah.es/first-call/>

²¹ You will find the link to the online application system on the right side of the page 'Overview' as well as on the right side of the page 'First call', on Got Energy Talent website: <http://gotenergytalent.uah.es/got-overview/> and <http://gotenergytalent.uah.es/first-call/>

4. ASSESSMENT CRITERIA

The evaluation, and therefore the individual evaluation report, will consist of two parts: Part A – Quality of the applicant and of the research group; Part B - Scientific quality of the project. Each part will consist of a series of criteria and subcriteria as indicated below. As a general rule, each criterion will be scored out of 5, with a resolution of two decimal points. **We recommend potential applicants to carefully read the Guide for Evaluators for further details.**

The proposal will be scored out of 5. An overall threshold of 75% will be applied to the total weighted score, i.e. a threshold of 3.75 applies. Every candidate's merits will be assessed quantitatively as well as qualitatively based on a comprehensive set of criteria and subcriteria.

The following criteria will be evaluated:

1. **Part A - Quality of the applicant and of the research group** (CV, impact of the fellowship in his/her career) and of the research group (overall weight 70%) (Part A of the IER):
 - 1.1. **Criteria 1.1. Quality of the applicant** (Overall weight 30% / Threshold 4):
 - Biographical sketch, including list of publications, congress, communications, patents and impact factor evolution.
 - Scientific skills and competences: knowledge areas, acquisition of new knowledge/skills throughout the career, teaching experience, soft skills.
 - Complementary skills and competences: project/team management/leadership experience, change of sector, and exploitation of results.
 - Letters of interest, references, and academic awards/honours received.
 - Postdoctoral experience, locations, role, responsibilities.
 - Research groups and collaborative projects, considering degree of participation/responsibility.
 - 1.2. **Criteria 1.2 Impact and benefit of the fellowship in this/her research career** (Overall weight 25% / Threshold 3)
 - Independent thinking and leadership qualities. Candidate's capacities to propose new research lines and to create networking for his/her research activity.
 - Match between the applicant's profile and the research proposal, i.e. if the candidate has based his/her career development as a researcher on the scientific area proposed in the research proposal.
 - Potential to acquire new knowledge. Candidate's capacities to diverse and enrich his/her research activity within the interaction with other research players in the UAH/URJC network.
 - 1.3. **Criteria 1.3 Quality of the hosting research group** (Overall weight 15% / Threshold 3)
 - CV of the hosting research group.
 - Research results including patents, publications, teaching, etc. of the hosting research group. Synergies with the applicant's ones.
 - Capacity of the hosting research group to host the fellow, contribution of the hosting research group to his/her career development, contribution of the fellow to the hosting research group.
 - Complementarities between candidate experience and hosting research group.
 - Complementarities and relevance of the proposal regarding the host institution from the non-academic sector (if applicable). (*Only if the proposal includes a one-year secondment in one of the partner host institutions from the non-academic sector*).
 - Infrastructures provided by the hosting research group, and (if applicable) of the partner host institution from the non-academic sector, according to the Appropriate Technical Condition Form provided by the candidate.

2. **Part B – Scientific quality of the project** (Overall weight 30% / Threshold 3) (Part B of the IER). Under this criteria, the following sub-criteria will be taken into account:
- Scientific/technological quality including any inter- and multi-disciplinary aspects of the proposal – Weight 25% (on part B)
 - Research methodology – Weight 20% (on part B)
 - o Methodology, appropriateness of the scientific and technical approach
 - o Feasibility, project implementation plan (resources, milestones, etc.)
 - o Resources to be committed
 - o Plan for further funding to apply
 - Originality and innovative character of the project, relations with and contributions to the state of the art in the field – Weight 20% (on part B)
 - Expertise - Weight 15% (on part B)
 - o Required expertise and ability of the applicant to conduct the proposed research project
 - o Capacity of the host institution (research group and its facilities) and in particular, the scientific/ technical competence and expertise of the host institution / research group in the research field of the proposal.
 - Timelines and relevance (impact) of the project in the specified research areas and the regional context- Weight 20% (on part B)
 - o Long-term career goals and possible exploitation plan of the acquired results: patents, spinoffs, etc.
 - o Impact in science and technology fields, and the state of the art
 - o Impact of the project on the industry: applications in the industry sector, capacity to improve the industrial network, impact in the private sector and in the hosting institutions work, relation with RIS3 and with the industry in the region. *Please use the description provided in section 2.4 “Smart Energy in the Region of Madrid” to check if the proposal fits within the priorities of the RIS3 and the ERDF Operational Programme.*

5. SELECTION PROCESS

5.1. Timeline

Launch of the call:

- 1st call open: 2nd July (2018)
- **Call deadline: 1st October (2018), 12:00 Spanish Time**
- Candidates will receive a confirmation email when submitting the application

Selection process:

- Within one month after deadline, applicants will be informed about the results of the eligibility check.
- Consensus meeting: January 2019
- Communication of the results after the evaluation process: February 2019

Start of the fellowship:

- Appeal, redress and negotiation period: February 2019 and March 2019
- Approximate start of the fellowships: April-May 2019



5.2. Selection steps

The selection process is made of 5 stages:

Stage 1. Eligibility check

The Secretariat will gather the applications and carry out the basic eligibility check. The Secretariat will check that the basic formal eligibility criteria are fulfilled by applicants and that the application is complete and has been submitted by the deadline. Once the first legibility check completed, the Secretariat will send the applications to the SCE²². Applicants will be informed about the result of the eligibility check within a month after the closure of the call (see section 5.3 “Feedback to applicants and redress”).

Stage 2. Scientific Evaluation

Each application will be independently and individually assessed by 3 experts. The outcome of the evaluation will be the “Individual Evaluation Report” (see Guide for Evaluators). The SCE will provide GET with a single IER (Individual Evaluation Report), which will merge the evaluations made by the three individual evaluators. The IER will be provided to the applicants so that they can be informed about the strengths and weaknesses of their application.

Stage 3. Consensus meeting and drawing of ranking lists

Applications will be ranked by GET’s Management Board during a consensus meeting. As explained above, the two academic host institutions, the UAH and the URJC, will hire 17 fellows each. Therefore, in each call a total of 8/9 fellows will be hired by each academic host institution. **Applications to UAH and to URJC will be treated**

²² Department for Coordination and Evaluation (*Subdivisión de Coordinación y Evaluación*, formerly known as ANEP) of the Spanish Ministry for Science, Innovation and Universities. Under GET, the evaluation and the selection of evaluators will be provided by the SCE. The Department for Coordination and Evaluation offers professional scientific evaluation services to both Spanish and international public and private organisations, guaranteeing a fully transparent, high-quality and independent service. See Guide for Evaluators.

separately, i.e. two separate ranking lists will be drawn up: one for the applicants applying to UAH and one for the applicants applying to URJC.

GOT ENERGY TALENT secretariat will take all necessary measures to ensure that none of the members of the MB is in a situation of conflict of interest in relation with the proposals they are in charge of ranking, replacing members of the MB as necessary.

The ranking list will be made using the scores obtained in the IER. In case two applications get a similar score, the Management Board will apply the affirmative actions described in the Guide for Evaluators regarding gender and promotion of return to research activity. The minutes of the meeting will include the two final ranking lists along with the corresponding reserve list of candidates. The Management Board will inform GET Steering Committee about the results and the ranking lists.

Stage 4. Communication of results

Top candidates selected for the fellowship programme will be informed by e-mail and invited to start the negotiation. Applicants not selected in the final round will be also informed by e-mail. The results of the selection process will be notified to the applicants within 4 months after the deadline of the call via e-mail. Candidates on the reserve list will be informed accordingly. All applicants will receive their IER, therefore, being able to check the strengths and weaknesses of their applications.

Stage 5. Negotiation

The Secretariat will invite those candidates whose application has successfully passed the evaluation to meet up for an interview where contracting details and a date to start the project will be set. **Interviews will take place online or by phone.** Negotiations will start with top-ranked eligible applicants. In case of rejection of the fellowship, applicants from the reserve list will be contacted. If negotiations are successfully concluded, an employment contract between the fellow and the UAH or the URJC will be signed following standard Spanish and internal procedures.

5.3. Feedback to applicants and redress

Applicants will be contacted within a month after closure of the call to inform them about the results of the basic eligibility check. Within four months after the call deadline, they will be informed about the results of the scientific evaluation, as explained above. The IER will be provided to the applicants so that they can be informed about the strengths and weaknesses of their application. The ranking and reserve lists will be available online.

Those applicants who wish to appeal the decision of the scientific evaluation will have 15 natural days from the day of the communication of the results to issue a formal claim to the Project Manager, whose e-mail address will be provided in the rejection letter. The Project Manager will transfer the claim to the SCE, whose services will review the IER accordingly. Applicants will be informed about the results of their appeal within a month after the closing of the redress period.

6. WORKING AT UAH / URJC

6.1. Employment terms and conditions

Fellows will be recruited under a two-year full-time employment contract. They will be employed by either the UAH or the URJC, and their employment contract will be subject to the Spanish law. Researchers must be dedicated full time to the research activities unless duly justified for personal or family reasons. They cannot combine several activities. This also means that a researcher cannot benefit from two MCA/MSCA grants at the same time. Complementary skills training (e.g. a teaching activity as part of the research activity) are not incompatible, but must not jeopardise the implementation of the research activities.

The amount of the grant of fellows will consist of the following categories:

Cost categories	Monthly amount
Living allowance	€4,190.00
Mobility allowance	€200.00
Travel allowance	€100.00
Total	€4,490.00
Family allowance**	€400.00
Total with family allowance**	€4,890.00

**Depending on the family situation of the fellow.

***The grant will be paid to the fellow on a monthly basis in 12 instalments per year.**

*Important: These figures correspond to the total amount **before both employer contributions** (economic rights and social costs) **and employee contributions** (fiscal obligations and social security and other taxes). This means that this amount will be used to cover, on the one side, the economic rights derived from the employment contract and the social costs, to be paid by the employer (employer contributions). The amount derived from deducting the employer contributions will then be subject to the fiscal obligations and Social Security costs which are established by Spanish law (employee contributions). Consequently, the net salary will derive from deducting all compulsory social security contributions as well as direct taxes (e.g. income tax) and any other deductions.

- The category “living allowance” provides a living allowance for the fellow.
- The “mobility allowance” is a contribution to cover the expenses generated by the relocation of the fellow (moving expenses, family expenses related to the relocation, language courses, etc.).
- The purpose of the “travel allowance” is to contribute to the fellow’s travel expenses from the place of origin to the host organisation.
- The “family allowance” is a support for those fellows who have family duties. Within H2020, family is defined as persons linked to the researcher by 1) marriage or 2) a relationship with equivalent status to a marriage recognized by the legislation of the country where this relationship was formalized or 3) dependent children who are actually being maintained by the researcher. There is no obligation for the family to travel with the recruited researcher. **Kindly note that family status of a researcher will be determined at the deadline of the call and will not be revised thereafter.** The family allowance will be paid in monthly instalments as part of their monthly salary. **No proof will be requested at this step. However, successful applicants will have to provide proofs of the family situation that gives right to the family allowance.*

6.2. Other benefits: research costs and trainings

6.2.1. Research costs

In addition, GOT ENERGY TALENT fellowship will provide a contribution towards the direct costs of conducting the research proposal (i.e. consumables, publications, travel, specific workshops or training activities). This contribution is a flat rate amount of €4,200 per fellow per year (€350 per fellow per month) managed by the host academic institution (UAH or URJC) according to their regular practice and according to H2020 rules.

Research costs will cover expenses related to the implementation of the fellow's research activities, including preparation of conferences, workshops and meetings, and the related travel and/or accommodation expenses, costs for publications or proceedings in professional journals, instruments or equipment acquisition, maintenance and operation.

This contribution can be used to cover (the following list in non-exhaustive):

- costs for the purchase of consumables used for the implementation of the research project;
- costs for the participation of the fellow in meetings and conferences;
- costs for the dissemination of the results of the project activities;
- costs for the purchase of durable equipment, its maintenance and operation.

*Please note that the contribution to the research costs is NOT part of the salary. If the research costs are not fully used by the fellow, the remaining budget will come back to the project budget. In case of purchasing durable equipment, UAH/URJC will hold the ownership of any durable equipment acquired under this category.

The fellow will have to plan how this amount is going to be spent on a yearly basis. At the beginning of the fellowship and then in month 12, the fellow will have to make a plan describing how he/she plans to use the research costs. This will be part of the FDP (Fellow Development Plan). Research costs will have to be duly justified: before incurring the expense, the fellow will have to request UAH/URJC's authorization. Research costs will be paid against invoice. Research costs cannot be used for hiring staff or to cover any kind of salary costs.

6.2.2. Training and career development

Alongside developing their own independent research, GET-COFUND fellows will receive support to develop their academic and leadership skills through a comprehensive range of training activities. Moreover, all successful applicants will have an academic mentor who will support them in developing a Fellow Development Plan.

Training and guidance

Both UAH and URJC possess their own training programme for their researchers, offering a wide range of courses. GET-COFUND fellows will have access to the normal research training offer of UAH and URJC, as well as to the normal training offer of their host non-academic institution (*if the fellow is spending the second year in one of our partner host institutions from the non-academic sector*).

In addition to this, fellows will be offered a **complementary dedicated agenda of activities** to further develop their competences in research, such as: training in research funding and management of research projects; possibility of training undergraduate students (thesis mentoring) in their research specialization field; giving lectures and getting involved in postgraduate courses; participation in networking activities with other research groups, as well as with companies and public and private institutions. The specific training offer will be designed once the fellows start their fellowship, so that the activities are well adapted to their needs and profiles.

In this framework, GET-COFUND will pay particular attention to the question of technology transfer and innovation. GET will put in place a “Technology Transfer Mechanism”, a service that will support fellows in the technology transfer process by assessing if research is producing exploitable results, evaluating the type of protection those results need and assisting fellows in the creation of spin-offs where relevant.

In order to accomplish these objectives, GET-COFUND is supported by a comprehensive network of regional and international partners, which includes innovation and entrepreneurship support centers, business associations, local and regional public administration and international partners. GET partner organisations will support the programme in putting in place a targeted training agenda as described above, particularly focused on innovation and technology transfer. You can check the list of GET partner organisations on our website: <http://gotenergytalent.uah.es/partners-organizations/>.

Fellow Development Plan, mentorship and guidance

All successful applicants will have an academic mentor appointed by the UAH or URJC. The mentor will be a senior researcher within UAH or URJC and will guide the fellow throughout his/her research stay in Madrid. At the beginning of the fellowship, the fellow together with his/her mentor will develop a **Fellow Development Plan (FDP)** detailing knowledge gaps, training needs, milestones and deliverables. The FDP will encompass the development and strengthening of skills directly related to their research field but also in other research areas and sectors.

Fellows will review and update their FDP at the end of the first year. This will be especially important for those fellows doing a second year of applied research. In those cases, in addition to the academic mentor at UAH or URJC, the fellow will have a new mentor in his/her new host institution. The FDP will be consequently updated, including a new focus when going from advanced research to an applied research path. The FDP will be updated at the end of the fellowship in a final report gathering all scientific advances achieved during the fellowship.

In addition, fellows will have the support of the Advisory Board (AB). The AB will be made of experts in different fields selected from the organisations supporting GET (host institutions and partner organisations). It will include experts in scientific matters as well as in innovation and technology transfer matters. The AB will support GET Programme and GET fellows in reviewing the achievement of the scientific objectives of the projects. It will support fellows in continuing their research, and will advise and guide fellows on market research needs. The composition of the AB will be decided after the fellows and the research projects have been selected based on the research areas of the projects selected.

6.3. Other useful information

A useful source of information for GET applicants is the “Guidelines for the management of the mobility of the foreign researcher in Spain 2017”²³, edited by the Spanish Foundation for Science and Technology under the Spanish Ministry of Science, Innovation and Universities. The guide targets both researchers themselves and their hosting institutions. It compiles the main issues that a foreign researcher needs to tackle when coming to work in Spain. The main topics of the guidelines are the characteristics of the Spanish R&D&I system and the researcher career in the country, the recognition of foreign qualifications for academia and professional purposes, the labor market, the tax and the social security systems, the entry and residency requirements, the health and education systems and the EURAXESS Spain network that gives support to mobile researchers.

²³ <https://www.fecyt.es/en/publicacion/guidelines-management-mobility-foreign-researcher-spain-2017>

7. CONTACT INFORMATION

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ANNEX I – CHECKLIST FOR THE APPLICATION

#	Document	Completed
1	Administrative form	
2	CV of the applicant	
3	CV of the research group	
4	Research proposal	
5	Letters of recommendation from 3 referees	