

## FREQUENTLY ASKED QUESTIONS

### Call for postdoctoral contract applications

**1. Does the applicant have to have read their doctoral thesis within a given period?**

No, the applicant may have earned their PhD at any time.

**2. Is there any age limitation to submit an application?**

There is no restriction with regard to age or the length of time since earning a PhD when submitting an application.

**3. Must the applicant have earned their PhD from the University of Salamanca?**

No, applicants may have obtained a doctorate from any national or international university.

**4. Can a researcher who has previously been awarded or is currently engaged on a post-doctoral contract submit an application?**

Yes, it is possible to apply if you have previously been awarded a postdoctoral contract that has ended.

If a researcher is currently engaged on an active postdoctoral contract, they may submit an application provided the contract completion date is one year after the deadline for submission of applications to this present call.

**5. Must applicants have applied for a postdoctoral contract in any of the latest competitive calls in order to apply for this call?**

No, previous applications for other postdoctoral contracts count towards the applicant's merit but they are not a requirement.

**6. I have already submitted an application to previous calls for the same programme, and I was not awarded a contract. Do I stand less of a chance if I apply for a new call?**

No. The submission of previous applications will not negatively influence the assessment of a new application.

**7. Which researchers can endorse an application?**

Any PhD holding research fellow (not contributor) of a RRG/GIR at the University of Salamanca, linked to the latter contractually or by means of its by-laws as a figure with research capacity, with a permanent full time link to the University of Salamanca, and who meets the requirements set out in this notice.

Applications may also be endorsed by members of CSIC who fulfil the requirements set out in the notice, provided that they are affiliated to a University of Salamanca-CSIC joint research centre and this circumstance is reflected in a current collaboration agreement. When an application is endorsed by a member of CSIC, the researcher's link to the RRG may be in the capacity of a contributor.

**8. Can an application be endorsed by a researcher from outside the University of Salamanca?**

In order to endorse an application, the researcher must be linked to the University of Salamanca either contractually or by means of the latter's by-laws. In exceptional cases, applications may be endorsed by researchers who are members of CSIC, provided that they are affiliated to a University of Salamanca-CSIC joint research centre and this circumstance is reflected in a current collaboration agreement. In this case, their link to the RRG/GIR may be in the capacity of a contributor, but the application will require the signature of a second endorsing researcher, who must be a research fellow of the same RRG/GIR as the CSIC researcher, and linked to the University of Salamanca contractually or through the latter's by-laws, as a figure with research capacity, with a permanent full-time link thereto. This second endorsing researcher does not necessarily have to fulfil the

requirements set out in this notice with regard to six-year research periods completed, research projects and publications or doctoral theses.

**9. Must the endorsing research be a member of a RRG/GIR?**

Yes, as a research fellow (except in the case of researchers affiliated to University of Salamanca-CSIC joint research centres, who may be contributors).

**10. Must the endorsing researcher be a member of a research project?**

Yes, the endorsing researcher must be a member of the team that is developing a research project (or which has received a positive provisional resolution at the time of application).

**11. Must the University of Salamanca be the beneficiary of the research project being developed by the endorsing researcher's team?**

Yes, except in two cases: 1) the project may be the property of IBSAL provided that the "Definition of economic and administrative management of research funds between USAL and IBSA" agreement is in effect; or 2) the project may be the property of another entity if the researcher endorsing the application is co-PI and the project pertains to the "Knowledge Management" and "Research Challenges" calls arranged by the Ministry of Science and Innovation.

**12. Through which research centres can an application be endorsed?**

An application may be endorsed by a department, a research institute or University of Salamanca-CSIC joint research centre, which must guarantee the existence of space available for the applicant to develop their research activity.

**13. If awarded the contract, must the applicant necessarily deliver teaching activities?**

No. If the application is endorsed through a research institute or a University of Salamanca-CSIC joint research centre, the applicant may expressly decline any teaching duties.

In the event that an applicant endorsed by a research institute or by a University of Salamanca-CSIC joint research centre does not decline teaching duties, the application must be submitted along with an agreement issued by the Council of the Department the applicant would be joining (which must be the same as the endorsing researcher, in the case of Institutes, and the second endorsing researcher, in the case of joint research centres) in which the Department in question pledges to assign the applicant to an area of knowledge (which must be the same as that of the endorsing researcher, in the case of Institutes, and the second endorsing researcher, in the case joint research centres) in which the applicant would provide teaching activities.

If an applicant is endorsed by a department, they may not decline to deliver teaching activities.

**14. Is it possible to submit more than one application per RRG/GIR?**

No, only one application endorsed by researchers from the same RRG/GIR may be submitted.

**15. What happens if there is more than one application endorsed by members of the same RRG, or by the same researcher?**

The programme only allows one application to be endorsed per RRG/GIR, and so if more than one is submitted, the principal investigator of the RRG/GIR must decide which application should be considered.

**16. Can all RRG/GIR endorse applications?**

No, RRG/GIR that secured a contract in the last call for post-doctoral contracts may not endorse any applications in this new round.

**17. Which activities are compatible with postdoctoral contracts?**

According to the wording of the notice, the receipt of funding in accordance with this call for applications entails exclusive dedication and is incompatible with other financial assistance of a similar nature, financed with public or private funds, and in general, with the receipt of any amounts classed as a salary or wages, whenever this affects the research and training purpose covered by the funding. In fact, should the Administration become aware that a beneficiary has received another or other subsidies that are incompatible with the funding awarded through this call, and that the corresponding notification and renouncement has not been made, it may demand a full refund of the subsidy awarded.

**18. What happens if the documentation submitted together with the application is incomplete?**

If the administrative documentation provided is incomplete, the interested party shall be notified, preferably via the designated email address, and should complete any missing information or provide the required documentation within ten working days; otherwise the application will be rejected (in accordance with the provisions of article 38 of Act 39/ 2015, of 1 October, regarding the Common Administrative Procedure of Public Administrations). The applicant's curriculum vitae, the scientific-technical report of the planned research project, the report of activities and the research lines of the receiving group are not classed as administrative documentation, so if these are not provided or are incomplete, they shall still be evaluated by the Selection Committee in accordance with the criteria laid down in the assessment criteria tables included in the notice. Under no circumstances can new documentation be submitted after the deadline for applications.

**19. What format should the documents justifying the merits included in my CV be in?**

Each document that is to be assessed must be presented in a single pdf no larger than 4 MB (thus, the CV will be presented as one pdf, the relevant contributions as another pdf, the results obtained in calls as another, etc).

**20. Is it necessary to provide a complete copy of the publications that are presented in the CV as relevant contributions?**

No. The complete reference of each publication must be provided, but presenting a complete copy is not. In the case of digital publications, direct hyperlinks to each publication must be included. In the case of paper publications, the first page of the book, chapter or magazine article must be attached, including the name of the publication, the title of the contribution and the name and affiliation of the author. The procedure is the same for submitting publications for which the endorsing researcher shows compliance with requirements 3a or 3b. In the case of the endorsing researchers, it is also possible to justify the publications by indicating the ORCID code.

**21. Which evaluation criteria are used in the selection process?**

The criteria and benchmarks for evaluation have been approved by the Research Council of the University of Salamanca and will be applied by the Spanish State Research Agency (AEI).

**22. If awarded the contract, can I bring forward or postpone my start date for a few months?**

Once the decisions have been made final, beneficiaries must start at their new place of work within a period of six months. Only under exceptional circumstances may the Vice-Chancellor for Research and Knowledge Transfer authorise a later start date. The start date cannot be brought forward.

**23. Are beneficiaries from previous years governed by the terms of this current call or by the one whereby they were awarded their respective contract?** The legal situation of beneficiaries is governed by the call whereby they were awarded their contract, and consequently any changes in this present call will not affect the beneficiaries of previous calls.