Fellowship Programme Regulations

Version 2 - 19/03/2007
B. Le Dantec

Overview

In order to initiate and support lasting cooperation, the EchoGRID EC funded project has established and will managed a Fellowship Programme (FP) according to the Description of Work (DoW). Inspired by the Marie Curie Actions and the ERCIM Fellowship Programme, this document outlines the overall objectives of the FP and provides a detailed overview of the potential organisation and management of this activity.

Objectives

Young researchers hosted at one partner facilities for one 6 month period (exceptionally for a 12 month period) will be funded by the EchoGRID Fellowship Programme to closely interact with major researchers and leading scientific communities. The Fellows will participate in regular in-house discussions and seminars and will contribute to the EchoGRID effort in order to propagate scientific activities and dissemination across Europe.

The FP is open to postgraduate students who want to work with research groups involved in EchoGRID related activities. The successful Fellows must agree to engage in the research topic proposed by the hosting Institutions. In addition to the training activities, the FP will promote career development, ideally within the network of partners and abroad to preserve excellence in the research environment.

General principles

1. Call for proposal

- All EchoGRID members shall submit up to two subjects of interest for their institute to the ERCIM Office – Florence.Pesce@ercim.org. This list, preferably keywords, must not be more than one line long per topic.
- This list of subject will serve to prepare the FP first call to be launched on 17 April 2007 with a closing date for applicants on 11 May 2007.
- The candidate application file will contain the following:
    o CVs **&** Link to two main publications and the thesis
    o Proposal for a training programme **&** EchoGRID partner intended to be visited

2. Fellowship duration

The fellowship period of 6 months, exceptionally extended to 12 months, is to be spent in one EchoGRID institute. The receiving institute is required to reach an agreement with the fellow on a joint research agenda that will be submitted to the Steering Committee for evaluation. This agenda must clearly outline the research topic and the links to the EchoGRID Description of Work.

During his fellowship period, the fellow will be encouraged to visit other EchoGRID institutes. These visits have to be planned in the Fellow's training programme and the costs of it paid by the receiving institute.

3. Recruitment rules for Candidates

The EchoGRID FP is meant to stimulate genuine mobility and lasting cooperation. For that reason, the recruitment of candidates is subjected to several rules:
- fellowships are open to European, Chinese as well as international candidates ;
- the fellow must come from a member institute;
- an EchoGRID institute is not allowed to host a candidate of the same nationality, unless the candidate has been conducting research outside the country for at least two years prior to
- the start of the fellowship period;
- an EchoGRID institute is not allowed to host a Fellow who was previously affiliated to this same institute, unless there is a gap of at least one year between the time of last affiliation and the start of the fellowship;
- EchoGRID member institutes will be allowed to host a maximum of one Fellow throughout the entire duration of the project;
- particular care will be paid to ensure that all candidates get equal opportunities and all partners are well aware of the necessity to promote gender issues during the recruitment procedure.

4. Reporting

- At the end of its fellowship period, the fellow
  o will have to prepare a short scientific and administrative report;
  o will have published a joined publication with some EchoGRID members.

Throughout and on completion of the fellowship programme, the project will provide support and guidance to the Fellow in his/her effort to obtain a position in related research activities.

5. Operations

- Fellowship positions are advertised inside the project;
- Applications from prospective students are collected by the EchoGRID Office in Sophia Antipolis and made available on the web site. Deadline to submit an application is 11 May 2007;
- A group of evaluators will be nominated by the Steering Committee. Each EchoGRID partner will sent 2 names of potential evaluators to Florence Pesce before 26 March 2007;
- The review panel will review the applications and send by 25 May 2007 an ordered list of candidates to the Steering Committee. The Steering Committee will review the list and decide the selection of candidates on 31 May 2007;
- Once successful candidates are selected the research work will start then;
- The Fellowship Programme is managed by EchoGRID Central Office who is responsible for contract, salary, social security, etc.

The Steering Committee will provide EchoGRID partners with a template form and will publish a list of criteria for evaluation.

6. Financial regulations

The Fellow will receive:
- A monthly stipend: regardless of the location of the hosting institute, the fellow will receive a fixed monthly stipend of approximately 2 500 Euro per month.
- The Fellow's social security corresponding to approximately 170 Euro per month will be paid by EchoGRID and managed by an external non-profit organisation in France, EGIDE (http://www.egide.asso.fr/index.uk.html).
- Travel costs:

- o Fellows moving travel costs to and back from the hosting institutes are paid by the EchoGRID central Office.
- o To cover the specific costs related to potential shorts visits, the fellow will receive a per diem of 100 euros to cover its accommodation costs. This per diem will be paid by the receiving institute.

All costs, apart the short term visits, will be taken from the Fellowship Programme budget line.

Reminder: The FP receiving institutes have to cover all the other travel costs; short visit travel costs, attendance to EchoGRID meetings and to conferences, workshops, etc.