

**GENOPOLE POST-DOCTORAL FELLOWSHIP PROGRAMME 2020**

**MOBILITY BACK TO FRANCE**

**Guidelines and application file**

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# PART 1  GUIDELINE TO APPLICANTS

## Introduction on Genopole Biocluster

Genopole refers since 1998 to a pioneering biocluster in Evry located 30 kms south of Paris and dedicated to genomics and to biotechnologies in health and environment. On its 5 campuses of 115 000 m2 of buildings and facilities, the biocluster Genopole unites academic research laboratories, higher education institutions and private companies as shown in the key figures below.

The interdisciplinary scientific orientations opened for the fellows support several RDI domains[[1]](#footnote-1) both in the academic sector and the private sector through the 16 laboratories and 96 companies hosted in the biocluster Genopole. The main strategic areas in Gneopole are genomics, regenerative medicine, synthetic biology, biotechnologies; they are applied to health and environment and include a large panel of disciplines.

## Attractivity of the Fellowship programme

Genopole developed its post-doctoral fellowship programme in order to enhance the attractivity of the academic and private laboratories hosted on its site. Since 2000 Genopole has granted 86 fellows hosted either in academic teams or in private companies in the biocluster. The employment rate of the post-doctoral researchers in the academic and in the private sector is of 100% short after their fellowship period in Genopole.

***Help in the mobility process in practice :*** As for the practical and logistic help in the mobility process of the researchers, Genopole has a close partnership with ***Science Accueil*** [[2]](#footnote-2) which is an organization specialist in hosting national and international scientists and their families in the Ile-de-France Region. The service provided by this organization is free for the applicants to Genopole fellowship programme (hosted in a laboratory or a company in Genopole).

## Eligibility criteria and SELECTION PROCESS

The programme is intended to help the reverse brain drain mobility, that is coming back of researchers in France. Hence, it is strictly targeted to young researchers who have studied in the French higher education and who want to come back to France after a research stay abroad (PhD or post-doctoral period). In order to apply to the Genopole fellowship programme, the applicants have to demonstrate that they are responding to the following binding eligibility criteria presented in the table below.

|  |  |
| --- | --- |
| Criterion | Rule |
| Higher education | Applicants must have followed at least 3 years of higher education in France (French universities of engineers schools). On the date of application, the applicant should be in possession of a PhD degree |
| Seniority | The applicant must have spent a research or post-doctoral period in another country than France of at least 2 years at the time of application to Genopole fellowship. |
| Research topics | The proposal must fall within Genopole research priorities and be in line with the topics of the hosting laboratory or company in the Genopole biocluster |
| Mobility Rule | Researchers must not have resided or carried out their main activity (work, studies, research mobility, internships....) in France for more than 3 months, successive or not, in the 2 years immediately before the application deadline. A declaration of honour on the mobility rules will be requested in the application file. **Obviously, he/she must Not be already working in the hosting laboratory or company at all at the time of the application.** |
| Nationality | The call is open to researchers of any nationality. |

Each application is composed of the applicant profile and the project proposal ; both parts are considered as a whole document that will be sent to the independent experts for evaluation. The evaluation will be based on a set of objective criteria scored from 1 to 5 as shown in the tables below. The scientific commission of Genopole will proceed to the ranking and final selection decision based on the expert evaluation reports.

|  |  |  |
| --- | --- | --- |
| Evaluated part  | Evaluation criteria (scored 1 to 5) | Considerations (sub-criteria) |
| Evaluation of the research |
| Research project | S&T Quality | ●Scientific and technical merit ●Clarity of objectives ●Originality of proposed research and awareness of current debates and state-of-the-art |
| Feasibility | ●Comprehensive and appropriate theoretical and methodological framework ● Feasibility within given time-frame ●Budget evaluation |
| Impact  | ●Recognition of anticipated impact of work ●Publication, dissemination and exploitation plan ●Exposure to non-academic / cross sectoral relevance ●openness to interdisciplinary collaboration ●openness to international collaboration |
| Evaluation of the applicant |
| Applicant qualification | Experience | ●Quality of the CV ●Research track-record ●Training ●Awards & Funding ●Capacity to carry out the research project ●Statements of recommendation ●Previous / current partnerships and international collaborations |
| Career development | Relevance of the proposed actions | ●Relevance of fellowship at this career stage ●Impact of the project on the future professional plans ● Commitment of the hosting team to the career development plan ● Engagement in cross-sectoral or interdisciplinary partnerships |

|  |
| --- |
| Scoring chart  |
| 5 | Outstanding | The proposal stands out with exceptional quality and meets all relevant aspects of the criteria |
| 4 | Excellent | The proposal is strong and meets the criteria well. Any shortcomings are minor |
| 3 | Correct to Good | The proposal addresses the criteria well, although improvements in some elements are called for |
| 2 | Average | The proposal broadly addresses the criteria. It has not been fully elaborated and there are several weaknesses |
| 1 | Poor to Below average | The proposal has serious inherent weaknesses and /or fails to address the criteria  |

## Financial and administrative conditions

### ***Amount and duration***

The fellowship is strictly dedicated to the salary of the fellow including all taxes and social charges (gross salary charged) for a total duration of either 18 or 24 months. Therefore, the total amount is 130 000 € gross salary charged for 24 months duration ; it is reduced to 97 500 € on a prorate temporis for 18 months duration. **The total duration requested for the project must be clearly indicated in the proposal. No extension will be allowed.**

Once the successful applicant/project is selected, Genopole sends a notification letter to the hosting laboratory or company director; it is the responsibility of the Director to inform the applicant. A fellowship grant is then established between Genopole, the hosting institution and the successful applicant for the whole duration of the project. The administrative and financial conditions are stated in the grant as well as the rights and obligations of the hosting supervisor and of the fellow.

***Clause specific to the hosting companies***

It is specified that for companies, the aid provided by GENOPOLE under the research allowances as the post-doctoral fellowship, falls within the scope of Regulation EU/1407/2013 of 18 December 2013 on de minimis aid.
It is recalled that this text limits to EUR 200,000 over a period of three fiscal years all the aid available to the company on its basis.

### ***Reporting and follow-up***

In terms of follow-up of the contract, the fellow will provide a scientific intermediate report at mid-term of the contract (12 months) and a final report at the end of the contract, up to 3 months after the end date of the fellowship; a report template will be communicated accordingly.

The hosting institution in charge of the contract management will provide a financial statement on the use of the fellowship amount at mid-term of the contract (related to the 12 first months) and a final financial statement up to 3 months after the end of the fellowship.

It is reminded that the fellowship budget is strictly dedicated to the salary of the fellowship including all the related legal charges and taxes.

# GENOPOLE FELLOWSHIP PROGRAMME 2020

**MOBILITY BACK TO FRANCE**

# PART 2 APPLICATION FILE

|  |
| --- |
| **To be returned by mail[[3]](#footnote-3) or on site at the latest on 30 June 2020, 17:00 French time,** any application after the precise date and hour of deadline will be ineligible.  |
| Uncomplete application file, including supporting letters will be ineligible. Only one application per fellow |

## PRESENTATION FORM

|  |
| --- |
| APPLICANT PERSONAL DETAILSMr □ Mrs □ First Name : ………………………………………………………….Name : …………………………………………………..…Maiden name (if applicable) : ……………………………………Nationality : …………………………………Family situation: …………………………..Adress : …………………………………………………..…Zip code : ………………………………………………City : …………………………… Country : ……………………………….Phone. : ………………………………………………………..……Fax : ………………………………………………………..……e-mail : …………………………………………………….....Signature  |

**Note 1:** Non-French nationality : make sure you get a visa and a working authorisation from the French authorities that covers all the duration of the fellowship. Such documents will be mandatory prior to the recruitment contract

**Note 2:** for visa, banking and administrative support contact [**https://www.science-accueil.org/gate/**](https://www.science-accueil.org/gate/) It is a free service for Genopole fellowship applicants.

Current professional situation

* Position : …………………………………
* Start date : …………………………………
* End date if any: ……………………………
* Employer organisation : ………………………………………………………………………………
* (name and postal address)
* Current supervisor : …………………………………
* (name and title, position in the current laboratory or company)

## HOSTING INSTITUTION FOR GENOPOLE FELLOWSHIP

|  |  |
| --- | --- |
| Director of the hosting laboratory or companyMr □ Mrs □ First Name : ………………………………………………………….Name : …………………………………………………..…Adress : ……………………………………………………………………………………………………………….…………………………………………………………….Phone : ……………………………………………………….Fax : ………………………………………………………e-mail : …………………………………………………..*STATEMENT : I fully endorse the hosting of the applicant (1st name:……………………... Familly name ……………………………)* *in my research laboratory or company for the full duration of the fellowship.* Signature  | Research Supervisor in the hosting laboratory or companyProfessor □ Dr □Family Name: ……………………………………………First Name: ………………………………………………Year first authorized to supervise research: ……………………*STATEMENT: I declare that I have met the applicant prior to the application and that I agree to supervise the research as described in the proposal.*Signature |

## PROJECT SUMMARies

|  |
| --- |
| In English Project title Duration of the project (18 or 24 months)Summary (1 page at most)Key words (5 at most)  |

in French Titre du projet

Durée du projet (18 ou 24 mois)

Résumé (1 page at most)

Mots clés (5 maximum)

## Extended CV of the applicant

Please indicate below all research and education activities (higher educational graduations and diplomas, dual degrees if any as MD, PharmD or engineer education, research activities, training or supervision activities, private sector activities or science with and for the society/scolars if any )

**Note 3 :** official translation of non-French diplomas might be requested by the hosting institution prior to the recruitment contract ; do think about it in advance »

### Previous professional positions:

(as researcher - teacher or trainer - internship supervisor - positions in the private sector…)

### Higher education and diplomas - internship

(Years of obtention – School or University – Supervisor name if any – Dual degree if any)

### Research activities, training or supervision activities

(Dates, places, supervisor if any)

List of publications, communications, patents, review or book chapters if any

(under PubMed format)

## DETAILED DESCRIPTION OF THE RESEARCH PROPOSAL

Please complete the description according to the following plan – research description must not exceed 10 pages.

**[🡪**Start count

* Total duration requested for the fellowship: **indicate here either 18 months or 24 months**
* Background and aims of the project (maximum 2 pages)
* Description of the project including methodologies (maximum 6 pages including figures)
* Significance and scientific soundness of the project compared to the current state of the art and to priority areas of Genopole biocluster (maximum 1 page)
* Description of the means and resources that will be necessary and available for the project realisation (maximum 2 pages) including tools and equipment, IT support, expertise within the hosting team…
* Outcomes of the research in terms of industrial application if any (health or environment) or societal impact (maximum 1 page).
* Output plan including the timelines and publication and dissemination activities as well as prospective collaboration with external teams or private sector if any (maximum 1 page)
* Interaction with the hosting team: which skills you will bring to the project and what expertise or interdisciplinary skills you will get from it? (maximum 1 page)

End count of the research description 10 pages **🡪]**

## ETHICS AND REGULATION

In case of clinical or animal implication, please set a clear reference to a formal institutional check list and guidelines that will be followed for regulatory and ethical aspects of the research. The Horizon 2020 guidance[[4]](#footnote-4) provided by the European Commission may serve for ethics self-assessment. *This part of the proposal can be included as an annex to the project description, that is in addition to the 10 pages of description).*

## REFERENCES AND STATEMENTS :

Reference letters: At least 2 reference letters must be included. Each referee will submit a letter concerning the applicant previous research activities and the applicant's research capacity and working experience.

The supervisor and hosting institution commitment letter: It is the applicant’s responsibility to contact the supervisor in the hosting research unit. A commitment letter of acceptance signed by the director of the research laboratory /or company and of the supervisor is required in the application file. This letter must include a brief description on the mutual benefit both the candidate and the hosting institution will gain thanks to the recruitment.

Copies of the PhD diploma or equivalent document as well as of the previous degrees diplomas

A personal statement (maximum 2 pages ‑ no template ‑ free writing) to include:

* Career development objectives ;
* Activities envisaged to enhance academic profile;
* Collaboration opportunities planned beyond academic sector.

## ACKNOWLEDGMENT OF RECEIPT:

***Note 4:*** *It is the responsibility of the applicant to make sure he/she gets the AoR from Genopole office once the application sent.*

Name and e-mail address for the

Acknowledgment of receipt

(to be completed by the applicant)

Title of the project

The proposal you submitted in the framework of Genopole fellowship programme – 2020 was received and recorded by

The reception desk of Genopole

The department of Research and Infrastructures of Genopole

**On date : \_\_\_\_/\_\_\_\_/2020**

**Stamp and signature**

1. Annual report 2018 pages 23 and 36 <https://genopole.fr/IMG/2018_tdb/files/extfile/DownloadURL.pdf> [↑](#footnote-ref-1)
2. Science Accueil <https://www.science-accueil.org/> [↑](#footnote-ref-2)
3. To Valerie.larivière@genopole.Fr copy roxane.brachet@genopole.fr [↑](#footnote-ref-3)
4. <https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf> [↑](#footnote-ref-4)