

GUIDELINES FOR AWARDED CANDIDATES OF JOAN ORÓ (FI) 2024

Joan Oró grants for the recruitment of new pre-doctoral research staff

RECRUITMENT

After the resolution is published, you should get in touch with your university or research center to submit **all the required documents**. Their legal representative will accept your grant on your behalf and **will begin your recruitment process**.



Please note that acceptance or enrollment in a doctoral program **is a prerequisite** for starting your contract. Make sure that **you have completed the necessary studies** to be eligible for the doctoral program.

If you have any questions regarding your recruitment, please contact them directly.

**CONTRACTS MUST ALWAYS BEGIN ON
THE FIRST DAY OF THE MONTH**



Deadline for starting a contract:
1 July 2024

TUITION FEE

As a recipient of the Joan Oró Grant, **your annual tuition fee** for up to three years (or a maximum of four years) **will be covered**. The AGAUR will pay the tuition fee **directly to the university** where you are pursuing your doctoral program. If you have already paid the tuition fee, **you can request a refund** from the university. Please note that the refund request must be made to the **university where you are pursuing your doctoral program**.

However, it is important to note that **before** beginning your contract, you must be **accepted or enrolled** in the doctoral program.

JUSTIFICATION

Regardless of the cause that motivates the end of your scholarship, you must **submit a project report**, which can be found on the AGAUR website:

- ✓ A [technical report of your project](#), signed by both **you and your supervisor**. The report should contain a **detailed description** of the research and training activities carried out, the objectives set, the scientific results achieved, the potential applicability of the research, knowledge transfer accomplished, and the possible social, economic, and scientific impact. Additionally, the report must include a justification detailing how the thesis aligns with the specific guidelines of the EU.



You need to complete and sign the required documentation **using standardized templates**. The completed documentation must be sent to the university/entity, who will forward it to AGAUR.

WITHDRAWALS

To officially **decline** your Joan Oró grant, contact your university/research center for instructions. You can do so **at any point during your contract**, and they will notify AGAUR of your resignation.

TIME OFF

You have the option to temporarily pause the duration of your grant and contract under the following circumstances:

- ☒ Short-term sick leave
- ☒ Risk during pregnancy or breastfeeding
- ☒ Parental leave
- ☒ Adoption or foster care leave
- ☒ Protective measures for women who are victims of domestic violence
- ☒ Failure of your thesis supervisor to fulfil their responsibilities

To make up for any lost time, you need to get in touch with your university or research center.

TRAINING ACTIVITIES

All beneficiaries are eligible to receive a grant of **€3,000.00 for training activities**. These activities must be approved by the thesis supervisor and can include the following requirements:

- **Internationalization activities:** research stays related to obtaining international doctorates, conferences, lectures, etc.
- **Transfer of knowledge and technology:** courses or actions related to the transfer of knowledge and technology to the productive sector and society in general.
- **Professional training:** Training activities related to professional skills or transversal skills, team management, leadership, managerial activities, organization, entrepreneurship, development, or application of RRI processes (responsible research and innovation), etc.

APPLICATION	PAYMENT	JUSTIFICATION
<p>The application for the aid must be submitted electronically within the validity period and no later than one month after the completion of the training activity. The form is available on the AGAUR standardized website, and instructions on how to fill it out can be found on the same form.</p>	<p>Please take note of the following information:</p> <p>For activities with a cost equal to or less than 300 euros, universities and research centers will pay the full amount requested upon presentation of supporting documentation.</p> <p>For activities with a cost of more than 300 euros, universities and research centers will pay 80% of the requested amount after obtaining authorization from AGAUR. The remaining amount will be paid after the justification of the aid received, as well as the expenses of less than 300 euros.</p> <p>Please remember that providers must make invoices and receipts payable to you or your university. We cannot refund expenses if someone else has paid for them.</p>	<p>You must justify the training activity within one month of completion using the model on the AGAUR website and all related documentation for expenses.</p>



The application must be submitted online and with an **electronic signature** using the [generic request](#).

RESEARCH STAYS

As per the internal regulations of your university or research center, it is mandatory to **seek their approval** before attending a research stay.

However, the **duration of these absences** from the workplace **should not exceed six months** under any circumstances.

Also, during your scholarship period, the **total time** you are away from your job should **not exceed 12 months**.

PUBLICITY

It is **imperative** that you **acknowledge the support received** from the predoctoral program Joan Oró of the Secretariat of Universities and Research of the Department of Research and Universities of the Generalitat of Catalonia. This call requires **all publications or results** to include the scholarship **reference number**.

Example:

This publication and other research outcomes are supported by the predoctoral program AGAUR-FI ajuts (2024 FI-3 00065) Joan Oró, which is backed by the Secretariat of Universities and Research of the Department of Research and Universities of the Generalitat of Catalonia, as well as the European Social Plus Fund.

In addition to the above-mentioned information, you are **required to incorporate** the following logos:



Generalitat de Catalunya
Departament de Recerca
i Universitats



Cofinançat per
la Unió Europea

CHANGES AND INCIDENTS

Legal representatives of universities and research centers may request a **change of enrollment center** during the annual change period.

During the first year of the contract, a **request for a change of thesis supervisor** may be submitted only for reasons of force majeure.

Entities are **responsible** for promptly notifying AGAUR of any **changes or incidents** that may affect the development of the researcher's doctoral thesis. Any such changes or incidents must be properly explained and justified.



CONTACT INFORMATION

If you have any questions or concerns regarding your scholarship, please feel free to contact us. We are always here to assist you.

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For justificacion matters:

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