

SUBVENCIONES PARA LA CONTRATACIÓN DE PERSONAL INVESTIGADOR DOCTOR DE EXCELENCIA PARA DESARROLLAR UN PROYECTO DE I+D+i EN LA COMUNITAT VALENCIANA

GRANTS FOR RECRUITING EXCELLENT DOCTORAL RESEARCH STAFF TO CARRY OUT AN R&D&i PROJECT IN THE COMUNITAT VALENCIANA

PLAN GENT

GUIDE TO COMPLETING THE ONLINE APPLICATION FORMS CIDEGENT 2023

IMPORTANT:

ONCE THE ONLINE REGISTRATION OF THE APPLICATION **WITH AN ELECTRONIC SIGNATURE** HAS BEEN COMPLETED, <u>A COPY</u> OF THE RECEIPT GENERATED MUST BE SENT TO THE UNIVERSITY OR RESEARCH CENTRE, SO THAT THE PERSON RESPONSIBLE FOR RESEARCH AT THE INSTITUTION CAN APPROVE THE SUBMISSION OF THE APPLICATION.

IF THE APPLICATION HAS BEEN COMPLETED **WITHOUT AN ELECTRONIC SIGNATURE**, AFTER SENDING IT ELECTRONICALLY, THE RECEIPT GENERATED MUST BE PRINTED OUT AND, IN ORDER FOR IT TO BE VALID, IT MUST <u>BE SIGNED AND REGISTERED</u> IN ANY OF THE PLACES INDICATED IN ARTICLE 16.4 OF LAW 39/15, OF 1 OCTOBER. <u>A COPY</u> OF THE SUPPORTING DOCUMENT MUST ALSO BE SENT TO THE UNIVERSITY OR RESEARCH CENTRE, SO THAT THE PERSON RESPONSIBLE FOR RESEARCH CAN AGREE TO THE SUBMISSION OF THE APPLICATION.

THE APPLICANT MUST COMPLETE THE FOLLOWING 4 FORMS

Form name	Form information
SUGUS GENERAL FORM	General information on the beneficiary ORGANIZATION
GENERAL GRANT APPLICATION	and the applicant (listed as "representative person")
APPLICANT PROJECT OR ACTIVITY	General information on the project
RESEARCHER 1	Information on the applicant researcher
ANNUAL BUDGET	Information on annual budgeted amounts relating to reference group expenditure



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GENERAL GRANT APPLICATION FORM

IMPORTANT: Section A DATOS DE LA PERSONA O ENTIDAD SOLICITANTE must be completed with the details of the beneficiary organization (host institution / beneficiary of the grant). Sections B DATOS DE LA PERSONA REPRESENTANTE and C NOTIFICACIONES must be completed with the details of the researcher who applies for the grant, since the application is carried out on behalf of the entity that owns the research centre. For applications with an electronic signature, the system automatically loads the data of the applicant researcher in this section. Required fields are marked with a red asterisk. A DATOS DE LA PERSONA O ENTIDAD SOLICITANTE NIF/NIE * PRIMER APELLIDO RATÓN SOCIAL SEGUNDO APELLIDO NOMBRE



- NIF (Tax ID No.) and RAZÓN SOCIAL (REGISTERED NAME): indicate the Tax ID No. and the name of the UNIVERSITY OR RESEARCH CENTRE. (The NIF/CIF number of the entity can be found on the internet).



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- NATURALEZA JURÍDICA (LEGAL NATURE): use the drop-down menu (magnifying glass) to select the type of legal nature that best suits the options.
- DOMICILIO (ADDRESS) and CP (POST CODE): Address and Post Code of the Research Centre.
- PROVINCIA (PROVINCE) and LOCALIDAD (TOWN): select from the drop-down menu.
- TELÉFONO (TELEPHONE): provide a telephone number for the Research Centre.

B DATOS DE LA PERSONA REPRESENTANTE TELÉFONO APELLIDOS * NOMBRE NIF / NIE C NOTIFICACIONES DOMICILIO (CALLE/PLAZA, NÚMERO Y PUERTA) CP. PROVINCIA LOCALIDAD Escoge una opción Sin selección CORREO ELECTRÓNICO * Si el solicitante es persona física, acepta la notificación por medios exclusivamente electrónicos. (*) A efectos de la práctica de notificaciones electrónicas, la persona interesada deberá disponer de certificación electrónica en los términos previstos en la sede electrónica de la Generalitat (https://sede.gva.es)

- APELLIDOS (SURNAME), NOMBRE (FIRST NAME) and NIF (ID No.) of the **researcher** completing the application. If the researcher does not have a Spanish NIF, leave the field blank. It is recommended that an identification document is included in OTHER DOCUMENTS.
- DOMICILIO, LOCALIDAD, PROVINCIA (ADDRESS, TOWN, PROVINCE) (if applicable) and CP (POST CODE) of the researcher completing the application. If the address is outside Spain, in the ADDRESS field the complete address must be entered together with POST CODE, LOCALITY, PROVINCE AND COLINTRY

CORREO ELECTRÓNICO (EMAIL) for sending a reminder of notifications to the researcher completing the application.

All notifications will be made electronically.

En todo caso, se estará a lo previsto en la convocatoria correspondiente.



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OMICILIO (CALLE/PLAZA, NÚMERO Y PUERTA	A) *					CP *
PROVINCIA *			LOCALIDAD *			
Escoge una opción			Sin selec	ción		
ELÉFONO *						
omplete with the data for	the univers	ity or res	earch cent	tre.		
E DATOS BANCARIOS						
Seleccione o indique la cuenta en la que des	sea que se efectúe e	el pago.				
Recuperar cuenta:	Sin selecció	n		~		
Número de cuenta bancaria (IBAN):	PAÍS Y DC IBAN	ENTIDAD	OFICINA	DC	NÚMERO DE CI	UENTA
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TICK YES OR NO DEPENDING ON WHETHER OTHER GRANT HAS BEEN OBTAINED FOR THE SAME PROJECT FOR WHICH THE APPLICATION IS BEING MADE



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IMPORTANT:

SECTION H: RESPONSIBLE STATEMENTS

You must accept, otherwise you cannot continue with the procedure.

SECTION I: DATA PROTECTION

You must accept, otherwise you cannot continue with the procedure.



Once this form has been sent, continue to "PROJECT OR ACTIVITY REQUESTED".

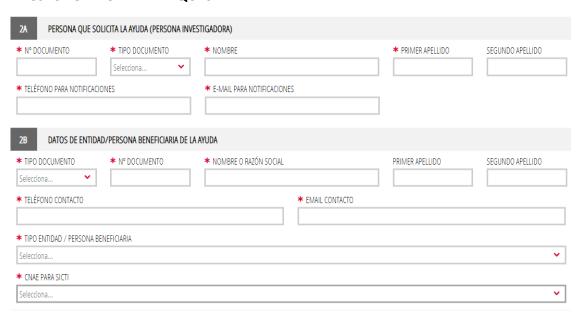


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PROJECT OR ACTIVITY REQUESTED



Section 2A. PERSONA QUE SOLICITA LA AYUDA (PERSON APPLYING FOR THE GRANT). The document number must match with:

- the one indicated in the "Representative" section of the general form
- the one of Researcher 1

Section 2B. DATOS DE ENTIDAD/PERSONA BENEFICIARIA DE LA AYUDA (ORGANIZATION RECEIVING THE GRANT). The document number must be the same as in section A of the general form

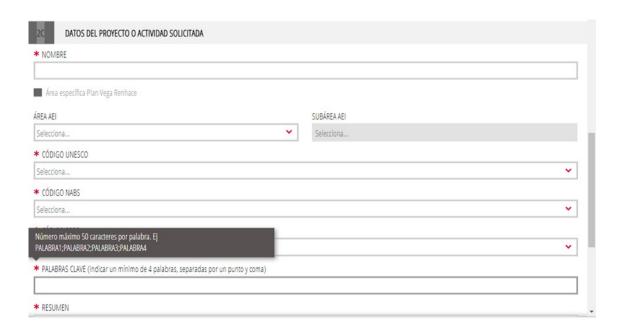
- TIPO ENTIDAD (ENTITY TYPE): select the type of research centre from the drop-down menu.
- -CNAE PARA SICTI (NACE CODE): select the NACE code of the research centre from the drop-down menu.
- Details of the research centre (beneficiary organization).



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NOMBRE (NAME): name of the research project.

ANEP, UNESCO, NABS, FORD codes: select the corresponding code from the drop down.

PALABRAS CLAVE (KEYWORDS): indicate a minimum of 4 keywords for the applicant project or activity.

They must be separated by ";" (without spaces)

RESUMEN (SUMMARY): write a brief summary of the applicant project or activity. This field is limited to 1250 characters or 11 paragraphs.



Press and move on to the form "RESEARCHER 1".



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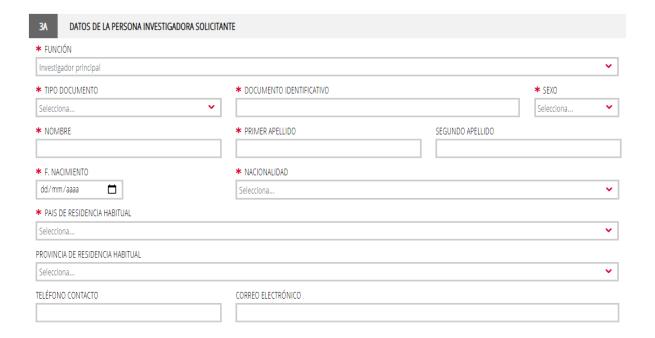
RESEARCHER 1 FORM DATA FOR THE APPLICANT RESEARCHER

IMPORTANT:

➤ RESEARCHER 1 form, the information refers to the researcher who is completing the application.

Fill in the required data and the doctoral degree.

For the remaining fields, only fill in those that are relevant for the purpose of fulfilling the requirements established in the call for applications.



TIPO DOCUMENTO (TYPE OF DOCUMENT): In the case of non-Spanish identification document select "OTHER"

Fill in the rest of the relevant sections.

Press Finaliza and move on to the "ANNUAL BUDGET" form.



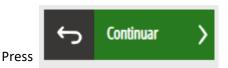
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"ANNUAL BUDGET" form

Remember that the maximum amount that can be requested to carry out the project is 100,000.00 euros per year.



Section 3 "Documentation"

All documentation applicable to the specific circumstances of the applicant must be provided, in accordance with the call resolution.

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