



CONICYT
Comisión Nacional de Investigación
Científica y Tecnológica

CAS-CONICYT FUND
National Program for the Development of Astronomy and Related Sciences
CONTEST RULE CHINA - CHILE IN ASTRONOMY
2018 Call

The application must be sent with all the information requested in these contest rules, to the online application system available in the CASSACA WEB page: <http://www.cassaca.org/en/opportunities/cas-conicyt-postdoc-programs-overview-2018/the-2018-cas-conicyt-postdoc-fellowship-application-entrance/> until 23:59, Continental Chile Time, of the day of the closing of the contest.

In this respect, the opening and closing dates of this contest shall be informed at <https://jobregister.aas.org/> and in a national newspaper with wide coverage, and/or it may be consulted on the CONICYT website: www.conicyt.cl/astronomia

I.-GENERAL BACKGROUND

In 2006, CONICYT created the Astronomy Program, with the mission to support and promote the development of the national Astronomy, to position this discipline as a strategic area for the development of science in our country, and to help Chile become a world power.

1.1- Call for applicants

This contest takes place within the framework of the "*Memorandum of Understanding for Scientific Cooperation for the Development of Astronomical Research*", approved through Resolution N ° 114 of November 28, 2013, signed between the "Joint National Commission for Scientific and Technological Research (CONICYT, for its acronym in Spanish) and the Chinese Academy of Sciences (CAS), which establishes a collaboration program through the CAS-CONICYT Fund for the development of astronomical research, hereinafter the "Fund". The activities established in the Memorandum of Understanding involve bilateral cooperation in astronomical research, including the support of young astronomers through post-doctoral scholarships, among others.

The Fund is administered by CONICYT in collaboration with the Chinese Academy of Science, South America Center for Astronomy, CASSACA. This contest will be awarded by the CAS-CONICYT Joint Committee, according to the Memorandum of Understanding signed by both countries and these contest rules.

This call for application will finance Postdoctoral research proposals, through the CAS-CONICYT in this 2018 call.



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1.2.- Purpose of the contest

The main purpose of this contest is to strengthen cooperation between Chile and China in Astronomy by including young researchers that will carry out research proposals in Chilean institutions, in collaboration with researchers in China, to thus contribute to scientific development, strengthened by the participation of both countries.

II.- APPLICATION

2.1. - Type of Proposal: Postdoctoral Fellowship Position

CONICYT will finance Postdoctoral Proposals **to be carried out in Chile**, which shall be presented by national or foreign researchers, sponsored by a researcher in Chile; they must also have the endorsement of Chilean Host Institution, to which the sponsoring Chilean researcher must belong.

It is desirable for the researchers applying for this contest to have obtained their doctoral degree after January 01, 2012.

2.2. - Participants

For the purposes of this call, the following participants shall be considered:

Participants	Requirements
Responsible Investigator	Researchers who have a Doctoral degree or a document certifying that they passed the Doctoral exam or its equivalent.
National Host Institution	These are public or private universities, study centers, or scientific associations with legal status, committed to carry out research or education in Astronomy, Astrophysics and/or related sciences, and that are part of the Postdoctoral Fellowship.
Sponsoring Researcher	Refers to the Doctoral researcher or scholar that belongs to the Chilean Host Institution responsible for directly overseeing the academic execution of the research project carried out by the Responsible Investigator.

2.3. - Benefits and terms

Proposal	Duration*	Maximum Amounts to be financed in CLP
Postdoctoral Fellowship Position	2 years - Without the possibility of CONYCIT extending the project.	i. Annual Fee: \$22,108,000. - ii. Annual travel and/or operational expenses: \$4,500,000. - iii. Annual Health Benefit: \$468,000 iv. Installation expenses (if applicable).

* CONICYT shall finance the Postdoctoral Fellowship Position while the responsible researcher is working in a Chilean institution.

2.4-Items that may be financed (details of the benefits):

i Fees: CONICYT shall allocate \$22,108,000.-(twenty-two million one hundred eight thousand pesos) per year for the awarded researcher

II. Travel and/or operating expenses: \$4,500,000-(four million five hundred thousand pesos) per year of execution. The expenses that can be covered with these funds are the following:

- **Travel**: Resources for national and/or international tickets and *per Diem*. These are financed for the Responsible Investigator of the project and for activities directly related to the execution of the research and the presentation of results. This includes:

a. - Domestic travel: covers travel to the sites, to present results in scientific meetings, and travel for meetings within the country.

b.- Travel abroad: finances stays for research purposes and to present results in scientific meetings, among others.

Only economy class tickets are accepted.

- **Operational expenses**: Includes computer consumables (software, licenses among others); computer equipment at the level of the user (computer, notebook, printers), all of which **shall be the property of the Sponsor Institution at the end of the project**; office supplies; the purchase of books, magazines, conference registrations; the purchase of services, costs associated to vehicle rental; cost to obtain visas for project travel, travel insurance, among others. Funding may be requested only for scientific publications generated by the project.

iii.- Health Benefit: CONICYT shall assign an annual health benefit of \$468,000 (four hundred sixty-eight thousand pesos) for the Responsible Investigators of projects approved in this contest.

IV.- Installation Expenses: Those researchers residing abroad on the date of the contest award may request these funds. This item allows the financing of installation expenses in the country (accommodation/rental, and/or transportation, expenses to obtain a temporary visa or another authorization, reciprocity tax, and economy airline tickets). To cover these costs, up to \$3,000,000 (three million pesos) may be requested one time, **and only at the beginning of the first year of execution**. The transfer of resources



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from this item to other benefits is not allowed. The money that is not used must be refunded.

III. ELIGIBILITY

3.1.- Admissions process

The Astronomy Program will review the documentation of each proposal and prepare a list of the validly eligible candidates, which comply with the requirements and documents established in the contest rules. If the applicants do not comply with the present contest rules, its conditions and requirements, or if they do not submit all the information requested, they will be declared ineligible and will not enter the evaluation process.

If one or more projects are declared ineligible, this will be notified by CONICYT through registered letter or an email regarding the corresponding administrative procedure, the latter if the applicant expressly authorizes it in its application; the affected parties will have 5 business days from the date of notification to file an appeal for reinstatement, in accordance with the provisions of Law No. 19,880 establishing the Administrative Procedures that govern the Procedures of State Administration Entities.

3.2-Documents and conditions

The proposals must be written in English and must contain all the following documents:

- **Research proposal**, free format.
- **Curriculum Vitae**, including a list of publications.
- **Reference contacts**; these must be provided in the application platform.
- **Doctoral degree certificate**, or document stating that it was obtained prior to the award date of this call.
- **Letter of support from the Chilean Host Institution**, signed by the Legal Representative of the Institution that will host the applicant. This letter must specify the name of the Sponsoring Researcher and of the postdoctoral fellow who is applying. If at the end of the application process, this document is not submitted fulfilling the required formalities, the Responsible Investigator of the project will have up to 5 business days after the close of the contest to present the letter of the Host Institution, responding to the observations of the Astronomy Program or by his/her own initiative.

The applicants may expressly authorize CONICYT to send all the notifications for this call via email, whether those related to the application stage, contest decision, signing of agreement, for the duration of the project, including the stage to monitor compliance with the obligations. For the aforementioned purposes, the applicant must indicate in his/her application a frequently used e-mail address, where all the necessary notifications will be sent.

Without prejudice of the documents that must accompany the application, the following are also eligibility requirements, without which the project may not go to the evaluation stage:



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i. – At the moment of the application and during the execution of this contest, neither the Responsible Investigator nor the Sponsoring Researcher **may be a member of the Committee associated to this contest** or of the evaluating panel.

ii.- Veracity of the information: both the applicants and the awardees are responsible for the veracity of the information included in the application form and/or the information provided during the execution of the project; therefore, they must be able to provide support documentation if required by the CAS-CONICYT Joint Committee. The omission or false declaration of any data in the application or in the execution of the project may be grounds to declare it ineligible, to revoke the award, or to terminate the agreement early, as applicable, and CONICYT may request a total or partial refund of the awarded funds if applicable.

IV-EVALUATION

4.1.-Evaluation and qualification of proposals

The evaluation process has two stages:

1) Evaluation by an external Panel:

- a. - The CAS-CONICYT Joint Committee will appoint the members of the external panel, and will assign the proposals to all its members.
- b.- Each proposal must be evaluated according to the criteria established in section 4.2.

(2) Evaluation by the CAS-CONICYT Joint Committee:

The evaluations will be reviewed and analyzed by the CAS-CONICYT Joint Committee, appointed by Exempt Resolution No. 9582, of October 17, 2014, and its subsequent renewals, which provides the guidelines and definitions for the implementation of the Fund, and supports the administration and monitoring of the resources, together with the call for the contest and the creation of its rules, among others.

In this call, this Committee shall also carry out the following activities:

- a. - Review the evaluations of all the proposals made by the external panel.
- b. - Assign a score or confirm the average score given by the external panel to each proposal, which may be an evaluation criterion or a general average (following the evaluation criteria established in section 4.2).
- c.- Generate a ranking according to the scores assigned.
- d. - Submit a draft decision to CONICYT.

4.2.- Evaluation **criteria and weights**

The nominations shall be evaluated according to the following criteria:

Criteria	Weightings.
1. Quality, relevance and impact of the research, with special emphasis on cooperation in Astronomy between Chile and China.	60%
2. Scientific quality of the applicant	30%
3. Letters of Recommendation	10%

Each evaluation criterion must be assigned a score of 0 to 5; half points may be used, but not smaller fractions

Definition of the scores:

0. Does not qualify	The proposal does not meet/address the criteria under analysis or cannot be evaluated due to a lack of background or incomplete information.
1. Poor	The proposal does not adequately meet/address the criteria, or there are serious inherent deficiencies.
2. Average	In general, the proposal meets/addresses the criteria, but there are significant deficiencies.
3. Good	The proposal meets/addresses correctly the criteria, but requires some improvements.
4. Very Good	The proposal meets/addresses the criteria very well, although some improvements are possible.
5. Excellent	The proposal meets/addresses all the relevant aspects of the criteria in an outstanding way. Any weakness is very minor.

V-DECISION AND CONDITIONS FOR THE AWARD

5.1.- Selection mechanism

In the Draft Decision prepared by the CAS-CONICYT Joint Committee and delivered to CONICYT, the selected researchers are listed in descending order (from the highest to the lowest score), and in general, the approval threshold may not be less than 3 points.

The decision may contemplate a waiting list in the following cases:

- Withdrawal of one of the awardees, or their inability to execute the project.
- Budget availability generated during the exercise.

The waiting list will become effective depending on the number of vacancies, and the budget availability of CONICYT. It may award those projects that are on the waiting list, in descending order (from the highest to the lowest score) starting with the first on the list.

If there are equal scores on the waiting list, the proposal which obtained a higher score on the proposal's quality criteria will be positively evaluated.

5.2.- Awarding of the proposals

CONICYT, through the corresponding administrative act, shall approve the decision and award the contest, based on the proposal of the CAS-CONICYT Joint Committee. The administrative act that awards this contest shall be notified to all applicants through the email expressly established by the applicants for this purpose, even if they were not awarded, and shall also be published on the CONICYT website.

Regarding the award decision, applicants may file the corresponding appeal for reinstatement, before the Highest Official of the Department, within 5 working days from the notification.

VI. - AGREEMENT

The Financing Agreements will be signed between CONICYT and the selected Responsible Investigator, with a validity of two years (without the possibility of extending the project for a third year). The financing agreement shall expressly establish the rights and obligations of each of the parties, the duration and starting date of the Postdoctoral Fellowship Position, and all of those provisions that safeguard, in best way, the fulfillment of the objectives of the this contest.

The term of the agreement shall be two years from the date of full processing of the administrative act that approves it.

Upon signing the agreement, the adjudicated person must submit the following documents:

- a.- Two (2) copies of the financing agreement.
- b. - Letter of acceptance, signed by awarded Responsible Investigator.
- c.- Letter of institutional support, **signed by the legal representative** of the Chilean institution that will host the Responsible Investigator awarded in this contest.
- d. - A simple photocopy of the Doctoral degree or another certificate demonstrating the Doctoral status.
- e. - Copy of the passport or Identity card, as applicable: the foreign researchers that are awarded the proposals must credit residence in the country through a temporary or permanent residence visa. For the purposes of processing the agreement, those who hold a temporary visa must send the document attesting it and valid identity card for foreigners. Those who have permanent residence must present this last document. It is also possible to consider a student visa with a work permit. To this end, they must send the document that proves it, and a valid identity card for foreigners.



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f. - Special Mandate and Promissory note in favor of CONICYT, according to the format and text provided by this Department. Thus, in case of a breach of the contracted economic obligations, CONICYT may, by virtue of such special mandate, expressly fill out the promissory note, on behalf and representing the Beneficiary, establishing its maturity date and the amounts payable. These amounts will be those that are owed as per the financing granted by CONICYT and that must be reimbursed as established in these rules and in the respective agreement. These documents and their signatures must be duly authorized before a notary.

g. -The awarded Responsible Investigators shall, in the respective agreements and promissory notes, provide a personal address in the city of Santiago of Chile, for any notification arising from the execution of the promissory note.

The deadline to accept the conditions expressed in the letter notifying the decision will be 3 weeks, while the deadline to sign the agreements and send the above-mentioned documents will depend on the following situations:

1. If the selected person resides in a country other than Chile at the time of notification of the decision, a maximum of 6 months will be given to sign the agreement and deliver all documentation, starting from the date of notification of the decision.
2. If the selected person resides in Chile, a maximum of 3 months from the date of notification will be given.

In both cases if the awarded researcher does not sign the agreement within the aforementioned deadlines, it will be understood that he/she waives this benefit.

VII.-TRANSFER OF RESOURCES

The accountability of the resources transferred by CONICYT shall be governed by the rules established in Resolution No. 30 of March 11, 2015 of the General Comptroller of the Republic and by CONICYT. Also, the rules and instructions established in the accountability manual.

For the purposes of following-up the project, its starting date shall be the same as the date of the Administrative Procedure approving the agreement.

Natural Persons must assign a bank account where CONICYT will transfer the corresponding resources to the awarded projects; in addition, they must record the monetary resources of third parties and the contributions of the Institution itself to the project, as appropriate.

For resources to be transferred, there must not be any outstanding accounts with CONICYT.

Resources shall be allocated in non-readjustable national currency and will be transferred in one installment per year of implementation of the project.



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Disbursements shall be made once the following are fulfilled: the administrative act that approves the respective agreement is fully processed, the respective guarantees have been properly granted in accordance with these rules, there is budgetary availability at CONICYT, and the timely delivery of academic reports and the accounts of the investment of granted funds, except for the first disbursement.

CONICYT shall stop paying the subsidy, and shall not acknowledge the expenses made with said subsidies, if a breach of contractual obligations or those contemplated in these rules by the beneficiary is proven.

The Responsible Investigator may propose to CONICYT to suspend payments in the following circumstances:

- a.- If he/she thinks that the Project will not achieve the expected results;
- b.- If he/she thinks that the Project can not be executed within reasonable parameters;
- c.- If he/she thinks that the Project has lost validity.

CONICYT shall give its opinion on this request for suspension within a maximum of 30 calendar days of receipt. The Responsible Investigator shall be informed by letter about the conditions that must be met and the term established for compliance in order to lift the suspension. The suspension shall be effective from the date established in the corresponding administrative procedure that declares it. CONICYT may reasonably extend this term at the request of the Responsible Investigator

The suspension mentioned in the preceding paragraphs may not exceed, in total, six months additional to the originally approved term for the execution of the respective financing agreement.

Whether the suspension was decreed ex officio by CONICYT, or on the initiative of the Responsible Investigator, if after the deadline to fulfill the conditions these are not met, CONICYT may decree an early termination of the project, with or without restitution of the funds provided, and may request the guarantees constituted by the Beneficiary.

It is strictly forbidden to invest the funds transferred for the development of the project, in any type of financial instrument or digital assets, whether fixed or variable rent, short or long term, that earns interests, readjustments or other profits, such as mutual funds, stocks, term deposits, bonds, virtual currencies, etc. Therefore, a simple sworn declaration will be requested from the person responsible for the project, on investments in financial instruments mentioned in the accountability instructions (Annex N ° 5), stating that the funds transferred by CONICYT will not be invested in any financial instrument; such statement must be sent together with the first accounting, both for Public and Private Institutions, and for Natural Persons who are beneficiaries.

If the resources transferred are used for purposes other than those indicated in the project, and those authorized in the rules of the contest and the agreement, these must be reimbursed to CONICYT, which shall be empowered to determine whether the investment of resources for purposes other than those authorized, constitutes a cause for early termination, according to the seriousness of the breach.

VIII.- AMENDMENTS

During the execution of the project, the Postdoctoral Fellow may request CONICYT, through its Astronomy Program, in writing, and in a reasoned and timely manner, amendments to the project, such as: time of execution of the project, change of institution sponsor, other. Such amendments shall be effective with the authorization of CONICYT, after receiving a favourable report from the Astronomy Program.

Requests to extend the period to present accounts (Due Date), should be sent to the respective CONICYT Program with its corresponding justification, which, if approved, will be ratified through a Resolution issued by the Legal Department of CONICYT; once processed, the CONICYT Program must send (a copy) to the UCR/DAF to update the records regarding the scheduling of account renditions. This extension does not imply a change in the term of execution of the project (expenditure period).

Regarding health benefits and installation expenses, the money that is not used must be reimbursed to CONICYT.

IX.- PROJECT CONTROL

9.1.- Delivery of Reports

The Responsible Investigator must comply strictly and in a timely manner with the dates and the form to present academic reports and the accounts established in these conditions and in the respective agreements.

Technical Reports

The Responsible Investigator must send a scientific annual progress report to CONICYT, as well as a final report at the end of the project.

Accountability

The accounting of expenses must follow the instructions set forth in the accountability manual, provided by CONICYT when the resources corresponding to the first year of implementation are transferred.

The continuity of the project, and thus the delivery of resources for the following stages, will depend on the approval of the academic reports and the presentation of accounts, as well as on the budgetary availability of CONICYT.

9.2.- Maternity Leave

Those Responsible Investigators who, due to maternity, make use of a prenatal, postnatal, parental postnatal medical leave, and/or face the illness of a child under one year of age, may request the benefit of postponing the termination date of the project, maintaining the amount of the monthly subsidy (monthly fee) and health insurance for the corresponding period, during the term of the project. Also, the parents who choose



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to use the sick leave due to the illness of a child less than one year old will be able to request this benefit,

To access these benefits, the Responsible Investigator must submit an application accompanied by a health certificate and/or medical leave, as appropriate, issued by a competent professional, or in the case of parental postnatal leave for researchers, a copy of the notification of this benefit.

X.- ACKNOWLEDGEMENT

The contribution of the Fund must be acknowledged in all funded activities, such as publications and scientific reports (articles in journals, theses, papers, and others) and dissemination materials using the following suggested text (or its equivalent in another language): "***This work was supported by CASSACA AND CONICYT through the CAS-CONICYT Fund, 2018 Call***". In the case of acquisition of equipment, a plate with the above mentioned text must be attached.

XI.- EARLY TERMINATION AND CLOSING OF THE POSTDOCTORAL POSITION

11.1.- Early termination

CONICYT, in accordance with substantiated information that warrants it, has the power to suspend, modify, or decide the early termination of the Postdoctoral Fellow Position, putting an end to the transfer of resources, which will be realized through the corresponding administrative procedure.

11.2.- Settlements

This will occur once the execution time of the Postdoctoral Fellow position is over and its objectives and results are fulfilled to the satisfaction of CONICYT, and the academic reports (final technical report), and the final accounting of the totality of the resources transferred are approved.

XII. COMPLIANCE AND INTERPRETATION OF THE RULES

CONICYT reserves the right to interpret the meaning and scope of these rules in the event of doubts and conflicts that arise regarding their content and implementation.

CONICYT may, at any time, before signing and during the execution of the respective agreements, verify the full compliance with these rules and, more specifically, the accuracy and completeness of the background information presented in the respective applications related to this contest, and also related to the support documentation required.



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In case of inconsistencies, omissions and/or contradictions, CONICYT shall be able to terminate the agreement early.

XIII. - RESTRICTIONS

- The Responsible Investigator (defined in number 2.2) that has overdue debts or other contractual obligations with CONICYT on the date of the award, may not be awarded the project in this contest.
- Members of the CAS-CONICYT Joint Committee may not apply to this call.
- No applications after the deadline will be accepted.

XIV.-INQUIRIES

Inquiries must be directed through OIRS of CONICYT <http://www.conicyt.cl/OIRS/> up to 5 days before the posted closing date of the contest. Any clarifications to these rules will only be valid if they are communicated in writing by the Astronomy Program.

XV.-RECEPTION OF APPLICATIONS

Applications must be sent through the CASSACA website, on the platform established especially for this purpose. The deadline to receive proposals will be published on the website of CONICYT (Astronomy Program - open contests) and CASSACA, and on a newspaper with broad national circulation in Chile, indicating the date of opening and closing of the present call.